

## CORPORATE COURSE

# CREDIT MANAGEMENT & DEBT RECOVERY

This course provides participants with a core understanding of international and local Credit Management issues, delivered by experienced trainers and backed up by comprehensive course material.

It is aimed at Directors, Finance/Credit Managers and senior accounts staff of SME companies.

**COURSE ACCREDITATION:** This course is validated and endorsed by the Irish Institute of Credit Management (IICM).



## COURSE OBJECTIVES / BENEFITS / Learning Outcomes

- Review effective T & C's and Credit Application forms for prompt payments.
- Focus on improvement in Company Receipts and Cash Flows.
- Appreciate the essential features of a legally binding contract.
- Understand the issues involved in pursuing slow payers and debtor recovery.
- Review the Legal Processes in the Collection of Debts.
- Ensure Credit Management is seen as a positive influence in Customer Relations.

**PROGRAMME INTRODUCTION:** Pre-course questionnaire will assist participants to focus on company issues and on their specific training needs.

## EXPORT EDGE

[Export Edge](http://www.export-edge.com) is an International Training and Consultancy company founded in 1992. The company provides industry focussed training and services to Global Trade Companies, including specialist Consultancy and Contract Staff Services company within the areas of International Trade, Logistics, Credit Management, Finance & Banking Solutions.

### Accredited/recognised trainers by



Institute of Leadership and Management

## ***CREDIT MANAGEMENT & DEBT RECOVERY***

### **COURSE OUTLINE**

#### **Doing Business in a Global Environment**

- Assessment
- Collections
- Terms and conditions
- Administration & Controls
- Teamwork
- Key Performance Indicators

#### **Credit Control & Collections**

- Assessing the Financial Risks
- Assessing Credit Terms
- Terms and Conditions of sale
- Credit application Form
- Credit Limits
- Accounts Receivables
- Debtor aged analysis, days outstanding
- Debtor Management

#### **Basics of Civil Litigation**

Late Payments legislation.

Legal Proceedings

Making Decisions on Legal Action

Court Processes

#### **Questions & Answers review**

**BOOKING FORM**

# *CREDIT MANAGEMENT & DEBT RECOVERY COURSE*

**COURSE LEADER**

AUSTIN RUTLEDGE, B.Comm, ACMA, MIEx, MIICM.

Austin has over 25 years senior commercial experience, whose company, Export Edge is the leading provider of Professional Diploma programmes and Certificate Courses within International Trade & Finance areas to Irish companies.

Legal aspects of the Course will be delivered by a Law Courts Barrister who also lectures in major educational institutes.

**COURSE Times:** 9:00 am to 5:00 pm (including course manual, light lunch & refreshments)

**VENUE:** – 11 Merrion Square North, Dublin 2

<b>Booking Form: number of place(s) :</b>		<b>Net Course Fees: €</b>	
<b>Company Name:</b>			
<b>Company Address:</b>			
<b>Telephone:</b>		<b>Fax:</b>	
<b>Name(s):</b>			
<b>E-Mail(s):</b>			
<b>Job Title(s):</b>			

\* Course fee payable 14 days in advance. Late cancellations within 7 days are subject to 50% administration fees.

To book this course please contact us on 01- 676 6894 or email: [training@export-edge.com](mailto:training@export-edge.com)

Return this booking form via email, or by Fax (01 507 8581)

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