WORKSHEET FOR SALESPEOPLE

E-LESSON #25

COLLECTIONS

Name:_____ Date:_____

1. Identify any client who is more than 45 days delinquent in paying your bill.

2. Based on what you've learned in this E-Lesson, write down a definite course of action you'll take within the next seven days to resolve each delinquent account.

3. Name two new local direct clients that you will ask for long-term contracts in the next week.

4. Discuss problems or progress you've made with two new local direct clients you started calling on in the past two weeks.

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