

## AWT Webinar: Credit and Collections

It is important to get paid for the work you complete. An efficient receivables management system is vital to the success of any business. Attorneys from the law firm of Thames Markey & Heekin, P.A. will present an overview of receivables management in laymen's terms that will be easy to grasp and add value to your business. Attorneys Brad Markey and Ryan Hyde will summarize the best practices for companies from invoicing through collection, along with a discussion on the legal options available if payment for completed work is not received. Topics include how to word invoices to maximize legal effect, steps to take prior to contacting an attorney to assist with collections, when to get an attorney involved in the collection process, how to draft effective demand letters, the collection process itself, and legal remedies that can be utilized to ensure your company gets paid.

**Tuesday, February 28, 2017; 11:00 am ET**

### Attendee Information

#### Nonmember Registration Form

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
Company

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State/Province

\_\_\_\_\_  
Zip/Postal Code Country

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

\_\_\_\_\_  
Website

#### Rates

Category	Cost
Non-member	\$35*

\*No refunds available.

#### Payment Information

Total Amount Due	\$ _____
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MasterCard  Visa  Amex

\_\_\_\_\_  
Card Number Exp. Date Security Code

\_\_\_\_\_  
Name on Card

\_\_\_\_\_  
Signature

**Payment must accompany registration.**



**AWT**  
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