

Title:

10 Easy Ways To Organize Your Business Finances

Word Count:

998

Summary:

Follow these 10 easy steps to reduce the stress of business money matters.

Keywords:

business finances, financial, money, entrepreneur, small business owner, bills, credit cards, online

Article Body:

Whether you are a new entrepreneur or a more experienced business owner, taking control of your

1. Keep Your Bills in One Place

When the mail comes, make sure it goes in one place. Misplaced bills can be the cause of unwa

2. Pay Your Bills on Schedule

Bill paying can be simplified if it's done at scheduled times during the month. Depending on

3. Read Your Credit Card Statements

Most people take advantage of low interest credit card offers but never read their statements

4. Take Advantage of Automatic Payments

Most banks offer a way to automatically deduct money from your account to pay creditors. In a

5. Computerize Your Checkbook

Using a software program is a handy way to organize your finances. Whether it's Quicken(r), M

6. Get Overdraft Protection

Most banks have a service where, if you run the risk of bouncing a check, the money will come

7. Cancel Unused Accounts

Whether it's a credit card or bank account, write a letter requesting that the account is form

8. Consolidate Your Accounts

If you have several credit card accounts with outstanding balances, try to consolidate them in

9. Establish Automatic Savings

Create a link from your checking account into a savings account that will not be touched. Thi

10. Clean up Your Files

Make sure your paid bills are organized in a filing cabinet. Keep individual files for paid b

(c) 2005 DebtGuru.com(r). This article may be freely distributed as long as the signature file

Michael G. Peterson is the Vice President of American Credit Foundation, an IRS 501 (c)(3) non

This is a demo version of txt2pdf v.10.1
Developed by SANFACE Software <http://www.sanface.com/>
Available at <http://www.sanface.com/txt2pdf.html>