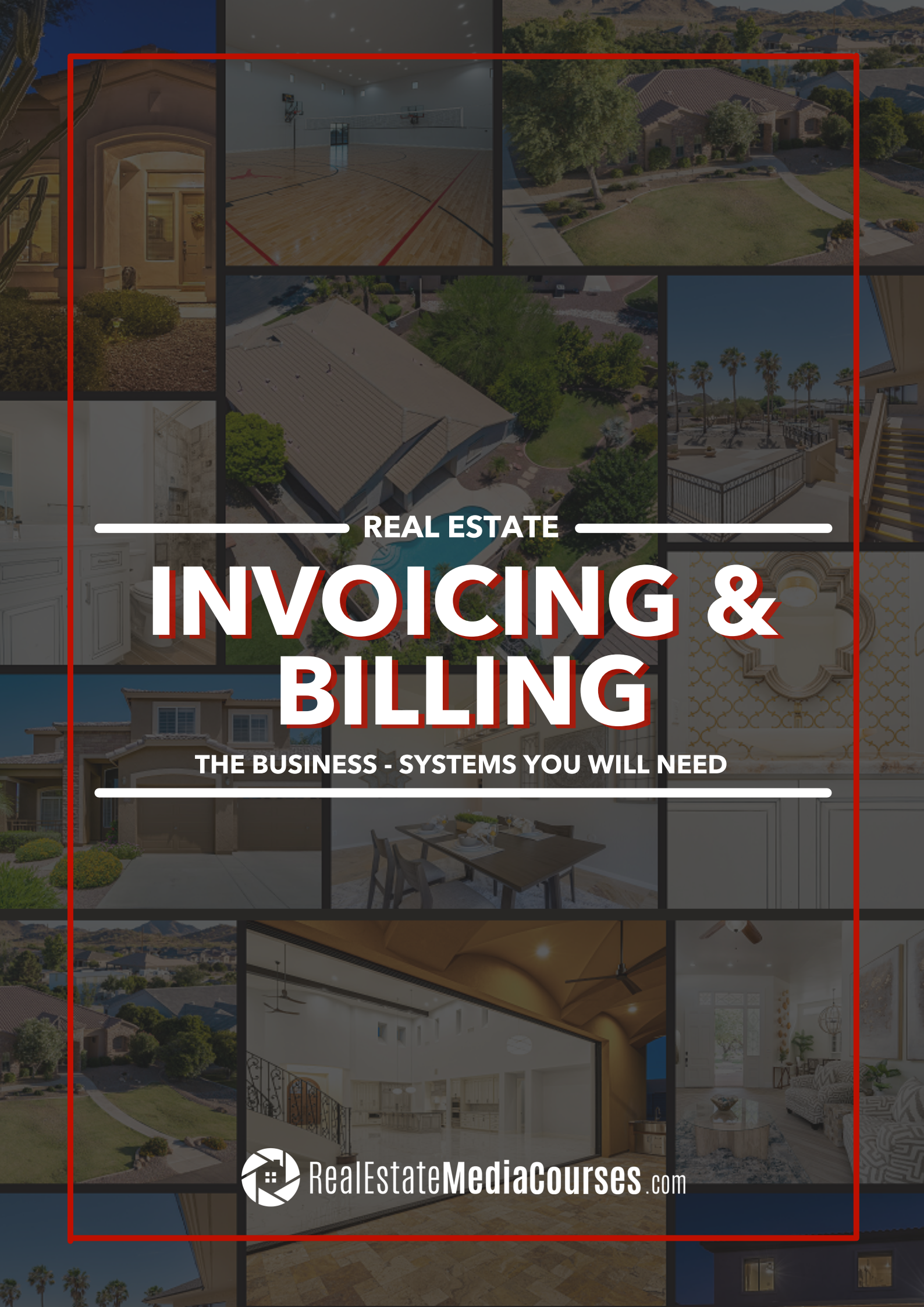




REAL ESTATE

INVOICING & BILLING

THE BUSINESS - SYSTEMS YOU WILL NEED



RealEstateMediaCourses.com

INVOICE & BILLING TIPS

SYSTEMS YOU WILL NEED



1 | PAYPAL

When I first started ListerPros, I used PayPal for invoicing since I had no budget. This process was tedious, and you had to do it manually. If you have no budget, then using PayPal or another free software platform works as well.



2 | QUICKBOOKS

QuickBooks is what we are currently using today. If you don't mind the monthly fee and can afford it, we recommend using QuickBooks. You may also want to consider FreshBooks as a cheaper alternative.



3 | BILL SHORTLY

When I started getting busy, I dreaded doing invoicing and did it once a week. I thought this was a good idea. But waiting a week to bill doesn't make for a good customer experience, as sometimes the charge would catch the customer off guard as they assumed you already charged them.

I recommend billing shortly after delivering your products to your customers.



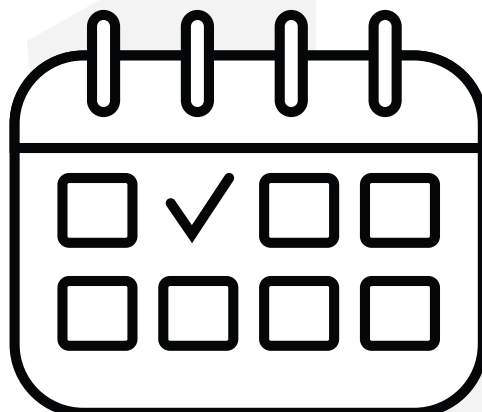
4 | USE STRIPE FOR PAYMENT PROCESSING

In regards to payment processing, we have always used Stripe. Stripe can be integrated into many order forms, making it easy to capture billing information. I have found that you're better off being in control of charging customer cards than sending invoices to customers and having them pay.



5 | SEND REMINDERS

You will have fewer outstanding invoices and a higher collection rate when you charge your customers yourself for our overdue invoices. In addition, we send reminder emails once a month and found that this helps collect past due invoices.



6 | ENCOURAGE USING CARD

Some customers may also want to pay with checks but these should be few and far between, in my opinion is not a good use of time to process checks. So that is why we encourage using cards and less processing huge payments.



7 | TRY ZAPIER

It's important to make it easy for your customers to do business with you. And that means being flexible with their payment preferences as well.

One thing that we have found extremely helpful when invoicing is using Zapier to automate the process of invoice creation. We use Zapier extensively in our business for all sorts of tasks. For example, in invoicing, Zapier can automatically take information from an order form and create an invoice as long as Zapier supports the form and accounting software you're using.

So whether you're using Gravity Forms or another supported ordering system, you can save a lot of time by using Zapier.



zapier