



"...we speak for air conditioning..."



## Paid in Full

Ensure you get paid!

This course explains how you can stay in control of the job to get paid the full contract price for your work.

Some of the areas covered in this course include how to:

- correctly suspend work
- know when to chase unpaid invoices
- avoid the client using the contract to trap you
- put debt collection in place
- make a powerful impression from the start



**Presenter:** **Anthony Igra**  
Contractors Debt Recovery

**Location:** AMCA NSW  
Level 5  
Suite 501  
5 Rosebery Ave  
Rosebery

**Date:** Refer to the AMCA NSW website for details ([www.amcansw.com.au](http://www.amcansw.com.au)); or  
Receive the AMCA-AEA-NFIA Learning and Development Newsletter  
([martin@amcansw.com.au](mailto:martin@amcansw.com.au))

**Time:** 8:30am – 12:30pm

**Who should attend?** Contractors and Finance staff

**What will I learn?** At the end of this session you will be able to:

- attack unsubstantiated allegations of defects and back-charges
- suspend work correctly
- build a team of professional advisors
- know when and how to chase unpaid invoices
- effectively record and document your job
- avoid the client using the contract against you
- put a no-nonsense debt collection plan in place
- make a powerful impression on the client from the start
- check your clients legal entity
- garnishee the clients bank account after a successful Payment Claim
- understand the industry culture and why it traps you in non-payment situations

**Bookings:** Fax your booking form to **(02) 9313 6282**

**AMCA, NFIA & AEA Members:** **\$140** plus GST per Participant

**Non-Members:** **\$280** plus GST per Participant