

## Transition from Invoicing to Pricing

Invoicing requires additional time, potentially reduces revenue and definitely increases frustration. So, let's upgrade your payment policy.

**Follow these steps to successfully transition from invoicing to pricing.**

1. Choose a platform where you can automate invoicing and ACH payments.
2. Setup the new payment platform.
3. Send your clients a letter which informs them about your new payment policy. The letter highlights:
  - a. Client benefits.
  - b. Security.
  - c. Explaining the transition from billing to pre-payment for services.
  - d. Give clients 30 days' notice about the change.
  - e. Inform clients that next month will include two payments. One for the previous month and one for the new month.
4. Plan for clients who may contact you about cash flow concerns.
  - a. Clients with cash flow concerns will contact you.
  - b. Deal with those clients on a case-by-case basis.
  - c. All clients transition to the new pricing model at the same time.

- d. Clients with cash flow issues will switch to pre-pay and the new fees, like everyone else.
  - e. For clients with cash flow issues, set up a plan for them to pay off the balance on their old invoice over the next 3 months – don't extend it longer than that.
5. You do not perform any client services until you receive their pre-payment.
6. If this appeals to you, and wonder how to apply this to your practice, then let's talk.

Let's talk. Take advantage of the complimentary [Path to Profits Strategy Session](https://www.businesssuccesssolution.com/letstalk/). We'll discuss how to increase your income while lightening your workload. Go to <https://www.businesssuccesssolution.com/letstalk/>

