

## DON'T RUN RISKS, SPOT DEADBEATS!

A rush job comes in, and production starts before a credit application is seen.

How many times have you had a job in hand with no credit information? Probably more times than you would care to admit; and many times these jobs are released to the customer with no deposit up front, and with an unknown check as payment—hoping that the check clears.

SlowPay is a membership benefit to help you spot undesirable accounts before they can stiff you. It is a web-based credit interchange program that is available 24/7 to all participating members in North America. SlowPay has been active for the past 10 years, compiling reliable information from collection services year by year, and its FREE!



### What is SLOW-PAY/on-line?

- A means of discovering bad debt/past due account customers before you are victimized.
- An Association-sponsored means of sharing this insightful information with other printer-members by use of the Internet.

### What BENEFIT does this give to you?

- Availability 7 days a week, 24 hours a day.
- Real-time reporting—no delay waiting for a printed report each month.
- Ability to check the list as often as you wish.
- Update your reports at any time.

### What kind of CONFIDENTIALITY will be maintained?

As always, the Agreement between the Association and your firm states that the primary goal of the Association is to maintain strict confidentiality for reporting firms. This website is available for viewing ONLY by authorized Association members. It is not available to the public, or even a member firm that has not completed the Credit Reporting Service Agreement.

Your Association member account number and a password are required to access the Printing Industries Slow Pay Report further protecting participating firms.

**(OVER)**



## Here is how easy it is to use the service

### How do I log on?

To log on, access the Association's website, click on the "Cash Management" icon, scroll down and then click on the "Report to Slow Pay" button.

To participate, download the Agreement by clicking on Slow Pay Agreement. Complete the agreement and mail it to the Association care of the Slow-Pay Department. You will be notified of your approval and assigned your passwords. This is merely a formality—all the Association members are eligible to participate.

The screen will prompt you to enter your user name and password. These may be chosen by you at the time you subscribe, or may be changed by request at any time by calling the Association.

### How do I add or update accounts?

To add or update, click on the "Manage Slow Pay" tab. The next screen shows your accounts listed in the last 90 days.

#### TO ADD A NEW ACCOUNT:

Click on the "Add a Slow-Pay Entry" at the bottom of the screen.

#### TO UPDATE THE ACCOUNT:

Click on "Update" at the end of each report listing. If you have no changes, simply click on "Submit" at the bottom of the screen.

#### IF YOU HAVE CHANGES:

If you have a mistake, just update the account with the correct information.

### How do I add or update accounts?

To search for a specific firm by name or phone number, select the tab "Search" and then enter either the name or phone number. The format for the phone number is area code prefix and number with no spaces or punctuation (e.g., 2131112222). The search is nationwide.

To search for a firm by specific name enter the "Firm Name."

#### DID YOU KNOW

**The average collection of payments is between 51-56 days? This is how long your company would not have "cash-in-the-bank" from a job done for a credit client.**

## Frequently Asked Questions

—How do I View All Current Listings?

To view all listings, select the tab "Slow Pay Report" and then select the current month's report. A PDF will open and display the current listings.

—What If I Don't Have Anything To List?

Just log in at least every 90 days. The system counts your logins automatically.

—What happens if I get locked out of the system?

If you have not logged into the system in over 90 days your password may be locked out. All you need to do is call the Association and we will reinstate your password.

—Will other firms, even the debtor, know who reported them?

No. The system is designed to maintain participant confidentiality. Only the System Administrator will know your identity.



—How do I search outside my local area?

All searches are nationwide, so you don't have to do anything special to see reported firms in other parts of the country.

—What about reporting individuals?

The Slow-Pay System is a commercial account program only. Individuals, such as brokers, sole proprietors, etc., when purchasing our services, are considered "commercial accounts" because they are engaged in a commercial enterprise, and not a consumer activity.

—Can I get a printed report when I want one?

Yes. Just click on the "Slow Pay Report" tab and select the report period you want to view. It is a PDF, so you can print it and save it if you like.

**It is that easy!**

Need assistance? call Maribel Campos at (323) 728-9500 ext. 210 or email maribel@piasc.org