**Marsh Supermarkets -Excel A/R Aging Report**

The accounting department needed to improve Accounts Receivable, so I created an A/R Aging Report. I created the aging buckets in excel and then created a pivot table

Ex.



To improve our cash flow, we needed to speed up the collection of our accounts receivable. To accomplish this, I developed a process where we would offset a customer's outstanding balance with our own accounts payable balance at our wholesaler. We decided we would do this after an invoice was 3 or more days old. To do this I created a new aging for invoices under 3 days past due.

Ex.



**Discovering potential shortcomings and improving the report:**

What if the customer has credits on their account should we still offset the invoice against payables? We decided no so I added a column that would show their credit balance if there was one.



What if the customer had a payables balance that we had not yet paid? Should we still offset their past due invoice? We decided in most cases, no. So I ran an A/P report and pulled in the payables numbers so I could compare the total A/P vs A/R balance for each customer.



I continued to tweak the report until it gave me everything that I needed to make decisions and to give management the supporting information that they needed.

