# **Billing for Your Work**

## Congratulations on finishing "Billing for Your Work!"

Here's a quick summary of key highlights from the session, which covered everything from creating, customizing, and sending bills and trust requests to the most important part—getting paid as quickly as possible.



## AUTOMATE YOUR BILLING PROCESS

Clio's automated billing makes it easy to create bills and trust requests individually or in bulk without the tedious, manual effort of creating each bill yourself, allowing you to focus on more important matters at your firm.



## CUSTOMIZE YOUR FIRM'S BILLING EXPERIENCE

Choose from customizable bill message templates for sending bills to clients, create bill themes for custom invoices, set up automated bill reminders, and get the detailed insights you need with up-to-date billing reports.



### MAKE COLLECTIONS EASY

Clio gives your clients the ability to pay you instantly, from anywhere, using credit card, debit card, or eCheck. You can also set up payment plans for those who need it, and track all your transactions in real-time.

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### ACCESS CLIO'S KNOWLEDGE BASE WHENEVER YOU NEED IT

Have questions or need help getting started? Visit our Help Center for in-depth articles and how-to videos.

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#### WANT TO LEARN MORE ABOUT PAYMENTS IN CLIO MANAGE?

Join us for the next session, "Getting Paid Quickly and Reliably," to learn more about your built-in payments solution, or activate payments now.

Note: US customers can accept credit card, debit card, and eCheck payments. Canadian customers can accept credit card and debit card payments.