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CHECKLIST

# Cash Flow Crisis Recovery Checklist

- [ ] Remove your access to business bank accounts or suspend online banking
- [ ] Register with GamStop and install blocking software on all devices
- [ ] List every payment due out and every invoice due in for the next month
- [ ] Contact all clients with overdue invoices and request payment within a week
- [ ] Reconcile your business account to identify the full extent of gambling transactions
- [ ] Speak to your accountant about tax liabilities and payment arrangements with HMRC
- [ ] Set up dual authorisation or withdrawal limits on any remaining business funds
- [ ] Open a separate reserve account with safeguards that prevent solo access