Streamline your business debt management with this template

Staying on top of your business debt is a must. Without a plan, payments stack up, cash gets tight, and growth stalls. This template helps you flip the script.

Less going to debt means more cash in your pocket—and more room to move your business forward.

Get started. Take a look at our debt management template.

Table of Contents

01 Why business debt management matters

02 Build your custom debt management plan

03 Set your goals

Why business debt management matters

DEAR SMALL BUSINESS OWNER,

Running a business often requires taking on some debt to invest in growth, but without a clear plan, it can slow you down or stall your growth.

That's why this guide exists. It gives you a simple way to take control of what you owe, organize your remittance schedule, and protect your cash flow.

When you attack your debt, you lower your payments. Lower payments mean more cash in your pocket. That's money you can put back into your business—fueling your next big move. Depending on the type of debt, making remittances may also help you build your credit score, making you eligible for better financing terms in the future.

> "Attack your debt. Free up cash. Build long-term profit."
>
> **—Chad Cohen, VP of Direct Sales at Credibly**

This is about giving your business room to grow without the weight of unnecessary financial stress. Let's get your debt back in control.

—THE CREDIBLY TEAM

Build your custom debt management plan

The first step is to understand your financial obligations. Use the template below to list out any debt you have incurred, whether that be loans, merchant cash advances, credit cards etc.

Creditor name	Debt type	Outstanding balance	Monthly remittance amount	Due date	Payment frequency	Factor rate / interest rate

Download your debt management plan template

Download Now

Set your goals

Running a business means wearing a lot of hats. Debt management shouldn't be a guessing game. This section helps you stay honest about where things stand and gives you a full view of what you actually owe.

That means everything. If it affects your cash flow, it goes in the plan.

Your short-term goals

- Reduce high-interest debt by _____%
- Consolidate small debts to lower your monthly remittance

Your long-term goals

- Pay off _____% of your total outstanding balance
- Improve cash flow by cutting monthly remittance by _____%

Choose your payment strategy

- **Snowball method:** Pay off your smallest debts first. Knock them out fast. Build confidence and free up more cash for the next one.
- **Avalanche method:** Tackle high-interest debts first. Save more money long-term and reduce overall cost.

Pay attention to the terms of your financing. Some financing providers may have incentives or fees when satisfying your balance in full early.

Create a budgeting plan

You know your business's cash flow best. Get specific about how you will adjust spending each month to achieve these goals.

Monthly progress tracker

Review this every month. Track what you've paid. Update any remittance changes. Celebrate the wins—whether that's consolidating accounts, renegotiating terms, or just crossing another number off your list.

Stay consistent. Stay honest. Keep pushing forward.

Month	Starting balance	Remittance paid	Ending balance	Milestones reached

Download your monthly budget tracker template

Download Now

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Take control. Stay on track. Keep growing.

Need help with the financing you received through Credibly? We've got your back.

Stay in touch

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