



Multiple MCA review worksheet

Part 1: Record each agreement separately

Print and complete by hand. Use copies for additional agreements. Attach the agreements, statements and notices. Keep full account numbers and other sensitive identifiers out of this worksheet.

BUSINESS / CONTACT

PREPARED ON

COURT PAPERS, RESTRAINTS OR OTHER URGENT NOTICES

Document / court: _____ Received: _____

Deadline confirmed with counsel: _____ Confirmed by / on: _____

AGREEMENT 1

Funder / short agreement reference: _____

Claimed balance: \$ _____ As of: _____ Source / quote: _____

Debit: \$ _____ Frequency / days: _____ Next debit date: _____

Guarantee / security documents to review: _____

Pending request or notice / date: _____

AGREEMENT 2

Funder / short agreement reference: _____

Claimed balance: \$ _____ As of: _____ Source / quote: _____

Debit: \$ _____ Frequency / days: _____ Next debit date: _____

Guarantee / security documents to review: _____

Pending request or notice / date: _____

AGREEMENT 3

Funder / short agreement reference: _____

Claimed balance: \$ _____ As of: _____ Source / quote: _____

Debit: \$ _____ Frequency / days: _____ Next debit date: _____

Guarantee / security documents to review: _____

Pending request or notice / date: _____

General information only; not legal, accounting or financial advice. No outcome is guaranteed.
This worksheet does not create an attorney-client relationship, change an agreement or extend a deadline.
Confirm figures with source records and review legal deadlines with counsel.



Map the coming week

Part 2: Place cash receipts and payments on their actual dates

Use cash actually available to the business. Put unknown figures on the follow-up list instead of treating them as zero.
This is a manual worksheet; it does not calculate totals.

WEEK STARTING

PREPARED WITH / RECORDS USED

Weekday	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Date							
Opening available cash							
Expected cash receipts (+)							
Operating payments (-)							
Other debt payments (-)							
MCA withdrawals (-)							
Program / legal fees (-)							
Other cash movement (+/-)							
Closing cash (=)							

Write dates under the weekday labels. Closing cash = opening available cash + receipts - payments + net other cash movement. Carry each day's closing cash into the next day's opening cash.

WHAT NEEDS FOLLOW-UP?

First date showing a shortfall / uncertain receipt:

Missing balance, debit, fee or contract information:

Proposal to review across ALL funders:

Court or enforcement issue requiring counsel:

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