Deadlines in the next three months — 9 contracts

LINDBERGH FORMATION — 16 rue de Maillé, 91310 Montlhéry, France · Companies register (RCS) Evry 817 946 114

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Clause, effective date, notice, gap in euros · fictional document

Fictional document — demonstration example

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Fictional document, produced for the demonstration. **Every line carries the clause that grounds it, with its page.** A deadline seen three months ahead opens a negotiation; the two notice periods already running are placed at the top, because they set the calendar.

The two running notice periods

Contract	Nature	Clause	Term	Notice window	Annual value
Doranne — HVAC maintenance	Automatic renewal	**Art. 14.2, p. 11**	31/10	**Open until 31/07 — 19 days**	**€420,000**
Aldrec — parts supply	Automatic renewal	**Art. 9.1, p. 7**	12/10	**Open until 12/08**	**€260,000**

The nine deadlines this quarter

Nature	Contracts	Value concerned	What is prepared
Automatic renewals	**4**	€1.09 M	**4 letters drafted and priced**
Price reviews	3	€1.4 M	**Formula calculated and review amount, contract by contract**
Ends of committed term	2	€0.91 M	**Continuation or exit file, benchmarked against today's market**
Total	**9**	**€2.3 M clients + €1.1 M purchases**	**€148,000 of margin at stake**

What each deadline file contains

Element	Source	What it is for
Renewal clause, word for word	Contract, page shown	**Grounds the decision and makes it stand**
Effective date and length of notice	Same clause	Gives the exact window
Terms of the next period	Contract and amendments	Says what restarts if nothing is done
Comparison with equivalent contracts signed this year	**Portfolio**	**Gives the gap in euros**
Letter ready	Approved model	**Makes the decision executable the same day**

The finding that sets the order of work: three of the four automatic renewals cost more than a new contract signed today — €34,000 a year between them. They therefore come before the price reviews, whose formula is written and whose calculation is already done.

LINDBERGH FORMATION — Blue Lemon Agent — Companies register (RCS) Évry 817 946 114 —
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