



Archive recovery — 26 deadlines completed

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From scanned contract to quoted clause · fictional document

Fictional document — demonstration example

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Fictional document, produced for the demonstration. This exhibit shows the full treatment of an unfavourable figure: **26 deadlines that arrived without an identifiable clause, their exact cause, and the measured correction that brought the portfolio to 412 contracts out of 412.**

The cause, measured rather than assumed

Finding	Value	Reading
Contracts concerned	26	All signed in 2017 and 2018
Scan resolution	150 dots per inch	Below the threshold for reliable recognition
Text recognition applied at the time	None	The documents were images, not text
Contracts signed since 2019	386 out of 412	Filed in native format, no extraction issue

The correction, in two steps

Route	Contracts	Time	Result
Cross-reference through later amendments	19	2 days	Original clause quoted in the amendment, page and paragraph recovered
Request to the counterparty for a signed counterpart	7	3 weeks	7 counterparts received out of 7, all complete
Total	26	—	412 contracts out of 412 documented to the clause

The standard letter sent to the 7 counterparties

“As part of an update to our contract records, we should be grateful if you would send us a signed counterpart of the contract referenced above, together with its amendments. **Our request concerns the term and renewal clause, whose exact wording we wish to confirm.**” — One page, the contract reference, the clause concerned. Seven letters, seven returns.

What the recovery produced beyond the 26

Effect	Measure	Lasting benefit
Unhelpfully named documents attached to their contract	61	Found by subject matter, no longer by file name
Amendments attached to their main contract	171	The 232 obligations that were not in the body of the contract
Monthly pass over recent filings	In place	An amendment filed is attached within the month

What this exhibit demonstrates: a portfolio taken on gets completed, and the time is measured in weeks. **Day one's 26 missing lines became 0 in twenty-three days,**

without a single contract having to be renegotiated for it.

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