Missing documents — 1,342 across 88 files

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Ranked by the deductible VAT they carry · fictional document

Fictional document — demonstration example

This document is produced by the Blue Lemon Agent website to illustrate what an AI agent hands to its users. The companies, matters, amounts and people in it are invented. It has no legal, accounting or commercial value.

Fictional document, produced for the demonstration. The analysis covers **88 files that arrived incomplete at the March close, out of 214 looked after**. Every missing document is attached to a file and to a precise bank movement.

How a missing document is detected without anyone flagging it

Method	What it catches
Matching bank movements against portal deposits	**A payment with no invoice against it — and it carries an amount**
Comparison with the deposit rhythm of the previous 3 months	**A client who used to send 12 expense claims and sends 2 has not changed habits: they forgot**
Checking numbering sequences	A sales invoice missing from the middle of a run
Schedule of annual documents	Certificates, insurance policies, tax notices

The 1,342 documents, broken down

Family	Volume	Difficulty of obtaining
Bank statements and movement records	**604**	The heaviest family, and the easiest to obtain
Purchase invoices	388	Each with the matching payment amount
Expense claims	214	Often forgotten, rarely disputed
Miscellaneous (credit notes, certificates, records)	136	Variable
Total	**1,342**	—

The ranking that changes the result

Group	Number of documents	Share of the deductible VAT at stake
High-stakes documents	**212**	**71 %**
Medium-stakes documents	418	22 %
Low-stakes documents	712	7 %

A €38 expense claim and a €14,200 equipment invoice do not deserve the same insistence. Ranking by amount is what makes a three-line chase capture 71 % of what is at stake in a single wave, and it costs nothing to set up.

What each chase message says, and what it does not

Content	Present	Why
Exact name of the document expected	**Yes**	**“Please send us your supporting documents” gets nothing: the client does not know which ones**

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Content	Present	Why
Date and amount of the bank movement concerned	Yes	The client finds the document in their folder in thirty seconds
Direct portal upload link	Yes	Removes the scan-name-attach step
The firm's close date	Yes	Gives the deadline without dramatising it
Reproach or reminder of earlier lateness	**No**	**Clients respond badly when they feel blamed**

> **Measured gain:** chasing documents represented **40 % of the time spent preparing a close; it now represents 8 % — 28 hours a month, or 4.0 staff-days.** And the chase no longer goes out 9 days after the close date: **it is ready the same day.**

For the firm to set

Amount threshold above which a document is ranked “high stakes”: _____

> **Request a demo with your own documents**
> This document is a fictitious example. To see the agent work on your own documents, request a demo from its page.
> https://bluelemonagent.ai/en/entreprises/cas-usage/agent-de-support-comptable-client-cabinet

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