



Cash closing — expected totals and gaps

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The discharge file built as it goes · 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 expected total is calculated before the count**, means of payment by means of payment: **any gap shows up on one line instead of being hunted for an hour**.

What is handed over when the office closes

Element	Content	What it serves
Expected cash total	Sum of the day's payments in notes and coins	Compared with the revenue manager's count
Expected cheque total	With the list of drawers	Spots drawers who differ from the payer
Expected card total	Matched against the card terminal slip	The only total verifiable outside the receipt book
Opening float	Carried over from the previous day	So that the calculation can be redone without the agent

When a gap appears — payments ranked by likelihood

Ranking criterion	Why it often points to the right line
Amount close to the gap	The gap almost always comes from a single line
Entered in the minute before or after	Two payments entered back to back get confused
Means of payment corrected during entry	7 of the quarter's 9 gaps came from that

Across the 76 remittance gaps of the five financial years, that list pointed to the right line 68 times. The search took from twenty minutes to an hour and sometimes ended with no explanation; **over the trial quarter, 9 gaps, 9 explained the same evening, none carried over.**

The discharge file, built day after day

What is archived each evening	Why
The day's receipt book	The numbered record of the revenue taken
The closing statement	Expected totals, count, gap and the line that explains it
The card terminal slip	The only supporting document external to the receipt book
Each remittance to the public accountant	With the receipt book total against the amount remitted

A cash shortfall is charged to the revenue manager until he is discharged of it — and what protects him is not caution, it is the record. This trio of documents comes together by hand today; from now on it archives itself, in the same dated folder.

The 9 gaps of the trial quarter

Measure	Value
Gaps found	9
Explained the same evening	9
Carried over to the next day	0
Largest amount	Below €15
Due to a means of payment entered instead of another	7

For the authority to settle

Retention period for the closing file, settled by the municipality: _____ months

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