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LIQUIDLINE

Cash Posting & Bank Reconciliation Automation Proposal

Date: 8th December 2025

To: Michael Jefferies-Wilson (Interim CFO), Holly Amos (Finance Team Leader)

From: Scott Markham, BrandedAI

Purpose: Automation of Curtis's cash posting workflow and Erin's bank reconciliation process

EXECUTIVE SUMMARY

Following our discovery sessions and subsequent discussions, we will deliver an intelligent automation system that pre-matches transactions to customers, applies confidence scoring, and significantly reduces manual processing effort.

- **Total Investment:** £10,000 (fixed price)
- **Implementation Timeline:** 5-6 weeks
- **Target Automation:** 65-70% of daily transactions
- **Estimated Time Savings:** 30-40 hours per week (Curtis + Erin combined)
- **Estimated ROI:** 3-4 month payback period

CURRENT SITUATION

Curtis's Daily Challenge:

Processing 180+ daily bank transactions manually

- Matching against 16,000+ customer accounts
- Searching remittance emails for payment details
- Consulting entry reference pattern sheet
- Navigating group complexities
- Manual data entry into Eagle ERP
- Estimated time: 35-40 hours per week

Erin's Daily Challenge:

Line-by-line manual bank reconciliation

- Validating Curtis's previous day postings
- Managing 5 bank accounts (UK, Ireland, Euro, Dollar, Deposit)
- Currency revaluation processing
- Exception investigation and resolution
- Estimated time: 20-30 hours per week

Key Insight: As Michael identified in our meeting: "It sounds like we're double reconciling" - Erin is essentially validating Curtis's work the next day, creating duplication.

THE SOLUTION

Intelligent automation system using a Streamlit dashboard interface that handles repetitive matching and data preparation, allowing Curtis and Erin to focus on validation and exception handling only.

Core System Components

1. Transaction Processing Engine

- Processes daily bank transactions automatically
- Applies pattern matching against customer database
- Learns from historical reference patterns (551-entry sheet)
- Assigns confidence scores to matches (High/Medium/Low)

2. Intelligent Matching Engine

- Layer 1: Exact invoice matching (SI-XXXXXX patterns)
- Layer 2: AKA sheet pattern lookup
- Layer 3: Fuzzy name matching for customer identification
- Layer 4: AI-powered matching for complex cases

3. Streamlit Dashboard Interface

- Pre-populated data for Curtis's review
- Colour-coded confidence indicators (GREEN/YELLOW/RED)
- One-click approval for high-confidence matches
- Reconciliation view for Erin
- Excel export functionality

DELIVERABLES

- Complete system design and development
- Streamlit dashboard application
- AI matching engine with pattern learning
- AKA sheet integration (551 patterns)
- Curtis's cash posting workflow interface
- Erin's reconciliation automation interface
- Confidence scoring and exception flagging
- Excel export generation
- Quick-start guide and video walkthrough
- 14 days post-deployment support

EXPECTED RESULTS

- 65-70% of transactions auto-matched with high confidence
- Curtis's time reduced from 35-40 hours/week to 12-18 hours/week
- Erin's time reduced from 20-30 hours/week to 10-15 hours/week
- Combined time savings: 30-40 hours per week
- Elimination of double-reconciling duplication
- Reduced errors through consistent matching logic
- Freed capacity for backlog work and strategic tasks

Note: Actual time savings depend on automation accuracy achieved, system adoption, and ongoing operational efficiency. These are estimates based on typical automation deployments.

INVESTMENT

Project Fee: £10,000 (Fixed Price)

Payment Terms:

- 50% (£5,000) upon project commencement
- 50% (£5,000) upon delivery of production-ready system

Optional Ongoing Support: £750/month

- System monitoring and optimisation
- Pattern updates and accuracy improvements
- Technical support and bug fixes
- Month-to-month basis, cancel anytime

TIMELINE

Estimated Duration: 5-6 weeks

(Subject to data access, client availability, and technical requirements)

Phase 1: Foundation (Weeks 1-2)

- System architecture and data import
- AKA sheet and customer master integration
- Initial matching engine development
- Deliverable: Working prototype

Phase 2: Core Build (Weeks 3-4)

- AI matching engine operational
- Streamlit dashboard development
- Curtis and Erin interface completion
- Deliverable: Testing with live data

Phase 3: Refinement & Deployment (Weeks 5-6)

- Accuracy optimisation based on testing
- Bug fixes and edge case handling
- User training and handover
- Deliverable: Production-ready system

ROI CALCULATION

Current Estimated Annual Cost:

- Curtis: 37.5 hours/week × £25/hour × 52 weeks = £48,750
- Erin: 25 hours/week × £25/hour × 52 weeks = £32,500
- Total: £81,250 per year

Estimated Post-Automation Cost:

- Curtis: 15 hours/week × £25/hour × 52 weeks = £19,500
- Erin: 12.5 hours/week × £25/hour × 52 weeks = £16,250
- Total: £35,750 per year

Potential Annual Savings: £45,500

Investment: £10,000

Estimated Payback Period: 2.6 months

WHAT'S NOT INCLUDED

To maintain realistic scope and timeline, the following are explicitly excluded:

- Direct automated posting to Eagle ERP (system prepares data, Curtis approves and posts)
- Historical data migration beyond pattern learning
- Integration with systems beyond Eagle and email
- Bank of Ireland account processing
- Custom reporting beyond standard automation metrics
- Modifications to Eagle ERP system

Additional features can be scoped separately based on project success.

PROJECT REQUIREMENTS

Client Responsibilities

Data Access (Week 1):

- Bank transaction export files (sample 2-4 weeks)
- Customer reference pattern sheet (551 entries)
- Eagle customer master data export
- Current tracking spreadsheet formats
- Remittance email inbox access/forwarding

Team Availability:

- Curtis: 2-4 hours weekly (Weeks 4-8) for testing and validation
- Erin: 1-2 hours weekly (Weeks 6-8) for reconciliation testing
- Holly: 30 minutes weekly for progress reviews
- IT support: As needed for export format questions and data access

BrandedAI Responsibilities

- System design and development
- Weekly progress demonstrations
- Technical support during build
- User training and documentation
- 14-day post-deployment support period

LICENSING & INTELLECTUAL PROPERTY

System Licensing:

- BrandedAI retains ownership of core system IP
- Liquidline receives perpetual license for internal use
- License includes source code access for maintenance
- No redistribution or resale rights

Your Data:

- All customer data, patterns, and configurations remain yours
- Data processing compliant with GDPR (Data Processing Addendum in place)
- Data deletion upon request
- No use of your data for other clients

NEXT STEPS

To Proceed:

- Review and sign this proposal
- Confirm kickoff week (suggest week of Dec 8)
- Prepare data access requirements
- Schedule kickoff meeting (30 min with key stakeholders)

Upon Kickoff:

- Project initiation
- Data access coordination
- Development commences
- Weekly progress updates begin

PROPOSAL ACCEPTANCE

ACCEPTED BY LIQUIDLINE LIMITED:

Signed:  DocuSigned by:
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Name: Gavin Pooley

Title: Managing Director

Date: 12/8/2025

SCEV LTD T/A BRANDEDAI:

Signed by:

Signed:  F07915CBE006416...

Name: Scott Markham

Title: Director

Date: 8 December 2025

Proposal Validity: 14 days (until 22 December 2025)

Scott Markham, Director, BrandedAI

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This proposal represents a fixed-price engagement for the scope defined above. Timeline and deliverables are subject to timely data access, technical requirements validation, and client team availability. Changes to scope or technical requirements may affect timeline and pricing. System performance and automation levels are targets based on analysis and industry experience; actual results may vary based on data quality, transaction complexity, and operational factors.