

Is your money safe?

Are you really doing everything necessary to protect your money? Here is an easy method to prove it. Check the box (✓) if you are already following the tip. Those boxes remaining empty will indicate how to keep a better eye on your money!

The cash register

- Close the cash drawer once a transaction is completed.
- Keep only sufficient cash in the register to adequately handle transactions.
- Place stickers in plain view, indicating that only small amounts of money are kept in the register.
- See that there are at least two employees during opening or closing or when you are transferring money in the premises.
- Count the cash in a secure location, ideally after closing, when the doors are locked.
- Encourage payment by debit or credit card in order to handle less cash.
- Inform customers that you only open the cash register for transactions and that you do not give change.

Safes

- Install a small safe under the cash register to transfer large bills, out of sight by customers.
- Place a larger safe in a well-lit location elsewhere, shielded from public view, to deposit large sums, expensive products, card readers, etc. Anchor it to the floor to prevent thieves from removing it.
- Affix stickers on the safes, indicating that employees are unable to open them.
- Change the combinations of the safes regularly.

Deposits

- Have someone accompany you to the bank for deposits.
- Conceal your deposit bag.
- Vary your time and your route.
- Avoid being picked out by clothing or uniform identifying your company.
- Make regular deposits. Do not keep cash in your establishment.
- If possible, avoid having the same individual make the deposits.
- Drive to the bank rather than on foot.
- If necessary, do not hesitate to use a firm which specializes in transporting cash.