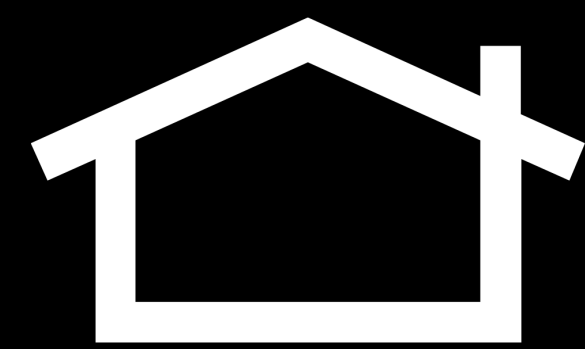




**inventaire**  
Property Inventory Specialists

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Information contained in this document correct at the time of publishing



**inventoire**  
Property Inventory Specialists

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# Trusted Property Inventory Specialists

At inventorie, we know the local rental market in Oxfordshire, Buckinghamshire & Berkshire better than anyone else. After all, it's our home too! Our professional and friendly inventory clerks team provide landlords, tenants and agents with quality impartial inventory reports. We make a point to be involved and stay involved through all the stages of the property rental process with our customers.

We use cutting-edge technology to provide digital high-quality inventory reports. We pride ourselves at inventoire on providing all our customers with an exceptional service they can trust.

We service.....

Inventoire Limited provide property services across:

- Buckinghamshire
- Berkshire
- Oxfordshire
- West Berkshire

If you are based in any other part of the South East, please get in touch with us so we can check availability in your area





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# The Inventoire Way

The Inventoire Way is the way we show up every day ready to deliver excellence.

It's the way we think big, start small and move fast – knowing that when we make mistakes, we learn and become better for it.

It's the way we design reports, prepare for property visits, attract brilliance and develop greatness – all done because of our passion for what we do.

It's the way we honour our partners – developing a new gold standard for the experience their clients deserve.

It's the way our expertise shines through in every appointment, a testament to our fresh grip on legislative requirements, professional accreditation(s) - and industry best practices.

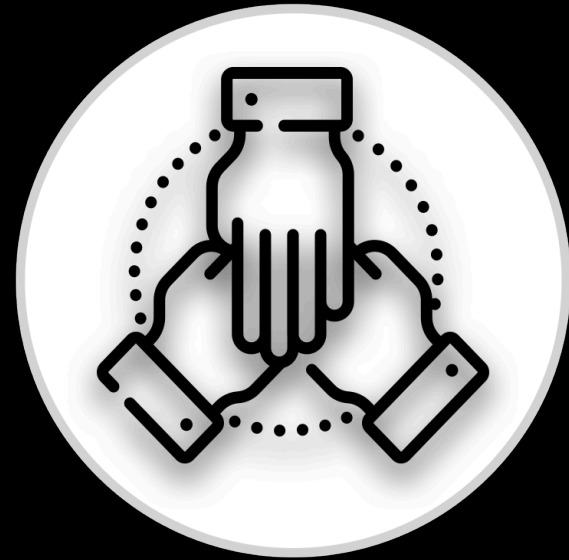
It's the way we treat others – with humility, empathy, respect and kindness.

It's the way we drive our business forward, leveraging the tools, techniques and trust that gives us the confidence to own our decisions, results and accomplishments.

The Inventoire Way will never settle for doing just good enough – we will strive for Great in everything we do.

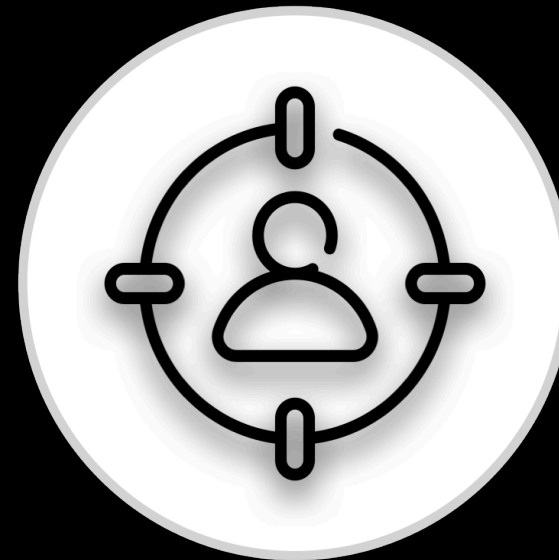
Great is the Inventoire Way.

# Inventoire Company Values



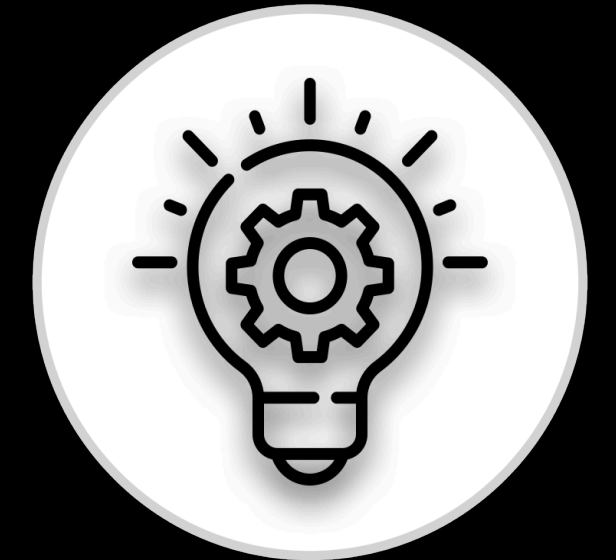
## Winning together

We focus on continuously raising the bar. We empower others to do more than they thought possible. Individually talented and results-driven, we recognise that the best work is done together.



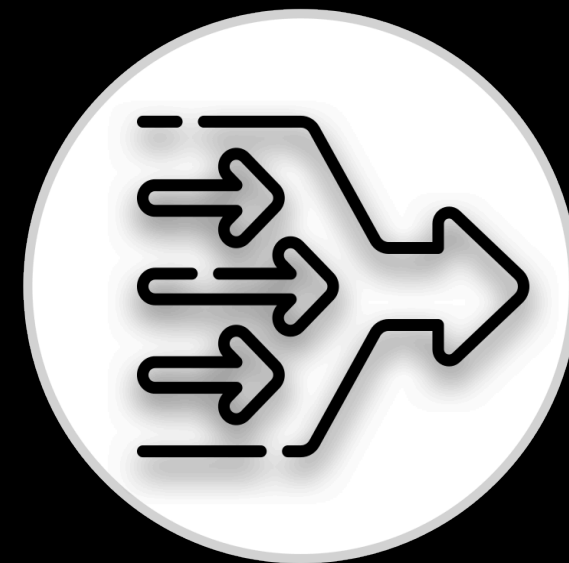
## Customer focused

At Inventoire being service-minded & customer-oriented means that we care about providing a quality experience for all our customers. Supporting your community and our teams. We build trust in all our interactions earned by our confidence in what we do, and how we do it.



## We're innovative

At Inventoire, we're not afraid to try new things. Think differently. Suggest new perspectives. Be bold. Be curious. Innovation fosters competitive advantage, as it allows us to build better services.



## Simplicity

We keep it simple, complexity can block engagement. If it's understood, then it's more likely to get done. Simplicity is staying in the present and not making things complicated.



## Be ourselves

We will believe in our capabilities, and recognise our innate strengths and resilience within us. Share and embrace feedback. Act with rectitude. Make progress every day.

# Our Services

- Inventory Checks
- Check-in
- Check-in & Inventory
- Mid-term inspections
- Check-out
- Accompanied viewings

## Why choose Inventoire?

- Same day report turnaround
- Excellent attention to detail
- Simple and easy-to-read reports
- High-quality 360 digital images embedded into all reports
- Online booking system
- Email reports with digital signatures
- Tracking is available to show when reports have been read
- Fully trained, insured and accredited



# Property Inventory, Check-in & Check-out

At Inventoire, we take pride in providing cutting-edge estate agent inventory services. We use software to help Landlords & Estate Agents manage their property inventory requirements securely and efficiently. Using state-of-the-art software, we can produce first-class, high-quality, detailed descriptive and pictorial inventory reports on properties from standard residential to large multi-million-pound estates.

Our inventory software allows you to make everything digital yet still gives you the ability to keep it traditional. We understand that going digital isn't for everyone, so we can assist if you want your client login details to our portal, or we can send you a PDF or hard copy of your report.

Our reports list the condition of the property and its contents at the start of the tenancy. It's intended to protect the interests of all parties involved, taking the pressure off and giving peace of mind to landlords and tenants, allowing them to have a legal safety blanket.

**A sample of our inventories is available on request.**

Prices starting from £85

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# Mid-Term Inspection

A mid-term inspection confirms that the property is being cared for satisfactorily. It's particularly beneficial during new tenancies, as you can make sure your tenant has settled in well and they have the chance to raise any queries early on. Your clerk will inspect the property the way they would during check-in or check-out and will have your inventory to hand to refer back to.

**Report quality** – our reports contain photos and descriptions of the property and give a managing agent and landlord an in-depth insight into the tenancy.

Reports are completed in a timely manner.

Prices starting from £75



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| Property size            | Inventory check | Inventory check + check-in | Mid-term inspection | Check-out |
|--------------------------|-----------------|----------------------------|---------------------|-----------|
| Studio<br>Unfurnished    | £85             | £105                       | £75                 | £100      |
| 1 bedroom<br>Unfurnished | £90             | £110                       | £75                 | £115      |
| 2 bedroom<br>Unfurnished | £100            | £120                       | £75                 | £130      |
| 3 bedroom<br>Unfurnished | £110            | £130                       | £75                 | £145      |
| 4 bedroom<br>Unfurnished | £115            | £140                       | £85                 | £160      |
| 5 bedroom<br>Unfurnished | £130            | £150                       | £95                 | £170      |

£10 charge for any additional rooms

All prices exclude VAT

All prices showing above are for unfurnished properties, [contact us](#) if you would like to discuss pricing for a furnished property

Cancellation charges: Free cancellation if 24hrs prior to appointment. Less than 24hrs notice will incur a 50% cancellation fee

# Concierge, Hosting Accompanied viewings

Inventaire offers an accompanied viewing service for house moves and potential property lets on behalf of Estate Agents and Private Landlords.

Viewing services can be used per viewing basis, multiple property viewings with the same house buyer, or open days at a property. Contact us to discuss pricing.

Inventaire staff are based in or around the local area of the property. This means we can offer some excellent local knowledge to the viewings, enhancing the home buyer's or renter's experience.

Our service allows prospective buyers or potential tenants to view the property at their convenience.

An outsourced service provider like Inventaire can help you maximise your viewing potential as we are readily available to support you.



| Contracted hrs       | Price |
|----------------------|-------|
| 1 hr                 | £40*  |
| 1/2 a day (4 hrs)    | £145* |
| 1 full day (8 hrs)** | £285* |

\* All prices exclude VAT

\*\* Includes 45 min rest break

- Prices are based on properties being within reasonable travel distance, this will be classed as agents office which we consider to be no greater than 10 miles
- An additional charge of 45p per mile will be chargeable

## **What do I need to confirm my booking?**

Please send us the full address of the property, how many bedrooms it has if its furnished, whether it's a house or flat, and how we can access it. We will need the tenant's details to arrange the booking directly if we are meeting them. Alternatively, we can give you some time slot options for your tenants to choose from.

## **Do you collect keys?**

Yes. We can collect and deliver keys within a 20-minute journey time of the property. Key collection from further away can sometimes be possible if the clerk is local before or after your booking. Some clients post keys to us, leave them in a Key Nest or meet the clerk at the property.

## **Can you do check out if someone else has done the inventory/check-in?**

Yes. But we will need the report before we attend the check out. A check-out compares the property's condition to when the tenants moved in, so it's an essential document.

## **Will the meter readings be taken?**

All our clerks include meter readings in their reports (if accessible); however, should the meters be placed in unusual places, we require the instructing principle for guidance beforehand.

## **Does the tenant have to be present for the check-in?**

Ideally yes. However, if a tenant cannot be present at the time of check-in, we can still conduct the report and deliver keys locally for the tenants to collect when they are available.

## **Does the tenant have to be present for the check out?**

No. We regularly collect keys to conduct check outs in the tenant's absence. There is nothing a tenant can say to the clerk at the time of the check-out that will alter what they state on the report; the clerk will make their own decision at the time of check out, and it's then up to the party dealing with any dilapidation's etc. to decide as to whether a claim from the deposit would be sought.

## **What happens after the booking?**

24-48 hours after the booking has taken place, bar Sundays. We need this time to upload all photos and get the report typed up. It then goes through 2 rounds of quality control and is sent to you via a PDF attachment.

## **When do you require payment?**

Private landlords & new clients will need to pay upfront. We will work with agents regarding payment terms, usually 14 days, but maximum terms are 30 days.



## Contact us

 [contact@inventoire.co.uk](mailto:contact@inventoire.co.uk)

 **0118 995 2519**

 [www.inventoire.co.uk](http://www.inventoire.co.uk)

## Follow us



Company registration 14237393