



# PROPERTY INVENTORY RATE CARD 2021

**Greater London**

6 Days a Week - Reports in 48hrs



atticInventory



"Thank you for taking the time to review our  
**Inventory Services for 2020/21**

As Real Estate / Letting Agents you understand the importance of professional service for your clients and peace of mind for your landlords, a service we've provided **since 2004**.

If you require an inventory services partner in the Greater London area, **we'd love to hear from you.**"

**Mike Wilby**  
**Founder & Director**  
**07990-070488**

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# SERVICES

## Inventory + Check In

Front to back inventory compilation with detailed images including meter boxes.

Full-service Check In with signed reports, scanned and emailed as per client requirements

## Check-In Only

Work from existing inventory report and provide a professional Check-In experience.

Get the tenants signature on the reports as proof of agreement and acceptance.

## Check-Out Only

Work from existing inventory report and provide a professional Check-Out experience.

Meticulously work through a step-by-step checklist to ensure the full contents and condition of the property is covered.

## Snagging & Mid-term Inspections

Detailed report of defects in the property before new owners complete the purchase.

Inspections every 3 months of tenancy to ensure contract obligations are being held up and property maintained.



# AREAS

## Greater London

### Most Popular

Aldgate

Islington

Barking

Kensington

Croydon

Lewisham

Chelsea

Mayfair

Docklands

Stratford

Elephant & Castle

Surrey Quays

Greenwich

Vauxhall

Hammersmith

Wembley



# REPORTS



## 48hr Reporting

Fast, professional reports produced with industry-best **Inventory Base software**



## Online Management

Get Access to all your reports on demand with an easy to use **interface for web & mobile**



## Detailed Images

Skilled inventory clerks produce detailed images to **future-proof tenancy disputes**



## No Cancellation Fees

Life happens but if you give us **2+ hours notice** ahead of time, no cancellation fees apply



## Short Notice OK

Last minute jobs can be quickly scheduled with a team of **inventory clerks across London**



## 100% Insured

Peace of mind on your jobs is important and at Attic Inventory **we're fully insured**

# CLERKS



**Marina**

**Inventory Clerk**

EXP 3 YEARS



**Mohammed**

**Inventory Clerk**

EXP 2 YEARS



**Mariah**

**Inventory Clerk**

EXP 3 YEARS



**Taj**

**Inventory Clerk**

EXP 4 YEARS



**Shabana**

**Inventory Clerk**

EXP 2 YEARS



**Fadil**

**Inventory Clerk**

EXP 3 YEARS

# OPERATIONS



**Marta**

**Admin Services**

EXP 8 YEARS



**Carryn**

**Proof Reader**

EXP 10+ YEARS



**Josy**

**Admin Support**

EXP 3 YEARS



**Nicholas**

**Admin Support**

EXP 4 YEARS



**Garth**

**Digital Business**

EXP 10+ YEARS



# MANAGEMENT

## Experience

Established in 2004 to provide superior property inventory services to the Greater London area, Attic Inventory is managed by **experienced professionals.**



**Mike Wilby**  
**Managing Director**

EXP 15+ YEARS



**Ursula Picton-Turbervill**  
**Financial Manager**

EXP 15+ YEARS



**Charmaine Wilby**  
**Director**

EXP 15+ YEARS

# SPECIAL OFFERS

1

## FREE INVENTORY UPDATE

Get a **100% free inventory compilation** update with a Check-In Service on an existing inventory

2

## 20% DISCOUNT ON FIRST 10 JOBS

Experience the finest property inventory services in Greater London with a **value-packed incentive**

3

## VOLUME DISCOUNTS

If you're a Real Estate or Letting Agent who requires ongoing services, let's discuss **best-value rates**

# RATE CARD

## Furnished/Part Furnished Properties

Size	Make & Check In	Make & Check In incl. VAT	Check In	Check In incl. VAT	Check Out	Check Out incl. VAT
1 bed & studio	£210.00	£252.00	£110.00	£132.00	£110.00	£132.00
2 bed	£230.00	£276.00	£120.00	£144.00	£120.00	£144.00
3 bed	£255.00	£306.00	£145.00	£174.00	£145.00	£174.00
4 bed	£325.00	£390.00	£165.00	£198.00	£165.00	£198.00
5 bed	£355.00	£426.00	£180.00	£216.00	£180.00	£216.00

## Unfurnished Properties

Size	Make & Check In	Make & Check In incl. VAT	Check In	Check In incl. VAT	Check Out	Check Out incl. VAT
1 bed & studio	£180.00	£216.00	£95.00	£114.00	£95.00	£114.00
2 bed	£200.00	£240.00	£105.00	£126.00	£105.00	£126.00
3 bed	£220.00	£264.00	£115.00	£138.00	£115.00	£138.00
4 bed	£250.00	£300.00	£130.00	£156.00	£130.00	£156.00
5 bed	£285.00	£342.00	£145.00	£174.00	£145.00	£174.00

### Please note the following:

#### Additional charges

- Additional rooms are charged on a per room basis.
  - Gardens, empty sheds & garages, storerooms, stairs & landings, etc, will be charged at £5.00 + VAT per room.
  - Utility rooms, dressing rooms, walk-in wardrobes, cloakrooms, shower rooms, etc, will be charged at £10.00 + VAT per room.
- Request a quotation for properties that fall outside of the 'Standard Size' and/or are overstocked.
- Failed appointments, for whatever reason, will be charged at £60.00 + VAT
- A Sunday/Bank Holiday surcharge of £80.00 + VAT per job will be applied.

### For your reference:

#### 'Standard Size Properties' comprise:

- Studio, 1 & 2 Bedroom properties: Hallway, 1 Reception room, 1 Kitchen, 1 Bathroom & 1 flight of stairs.
- 3, 4 & 5 Bedroom properties: Hallway, 2 Reception rooms, 1 Kitchen & 1 Bathroom, Cloakroom or Shower room & 1 flight of stairs.
- Larger properties quoted on request.
- Reports created by Attic Inventory Ltd are updated each time a new check in takes place by us. This is included in the check in fee.
- Where no inventory exists for a Check Out, a Schedule of Conditions will be done & charged as a Check Out.
- Electronic copies of the latest revisions are held digitally by Attic Inventory Ltd
- Payment Terms: Strictly cash with order. Approved volume clients 7 days from invoice.



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