

## A GUIDE TO BEST PRACTICE FOR INVENTORY PROVIDERS ORDER FORM

*The Housing Act 2004 introduced Tenancy Deposit Protection, so that in the event of a dispute between landlord and tenant it will be essential to have agreed quality inventory to catalogue any damages or deficiencies to a residential let property during the course of a tenancy. The Guide was produced independently by Assets Skills for the Professional Bodies for the letting industry.*

**'A Guide to Best Practice for Inventory Providers' contains:**

*Guidance note*

*Self- test questions*

*CD-Rom with photographs*

*Practical examples*

*Downloadable template for use when letting and managing all residential property.*

**The Association of Professional Inventory Providers is in full support of this guide and recommend it to all those working within this industry.**

### Inventories and How to Use Them- A Guide to Best Practice

- What is a comprehensive inventory?
- What do you need a schedule of condition?
- How do you prepare to carry out an inventory?
- What are the skills needed?
- How do you organise a "check in" and "check out"?
- How to assess damages and deficiencies – "fair wear and tear" and "betterment"
- How to obtain agreement from landlord and tenant?
- What are the implications of Tenancy Deposits Protection

**To find the answer to these and many other questions, you'll need this guide!!!**

**To book please fill in an order form and return to :The Association of Professional Inventory Providers, Arbon House, 6 Tournament Court, Edgehill Drive, Warwick, CV34 6LG or fax it to : 01926417788. If you have any queries please contact the Coordinator on 01926417363 or email: [info@apip.org.uk](mailto:info@apip.org.uk)**

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