

Maximize
your time doing
inspections not
administration
and report
processing

Report Write

KEY BENEFITS:

- Developed by Kiwis to meet the needs of the New Zealand Pre-purchase House inspection industry for Standard compliance – NZS4306:2005.
- Smart software and templates that easily manages both administration and reporting requirements, including all documents required for compliance with NZS4306:2005.
- Access to carefully written, proven generics from 16 years of industry experience help you build a report that can meet NZ Standard requirements and industry expectations set out in a key High Court determination – Hepburn vs Cunningham.
- Reports are built on site by choosing the relevant generics, and only include relevant information to the property inspected
- Report Summary's are automatically built from a click of a button
- Supports system backup.
- Assists with becoming Accredited through the BOINZ Accreditation Programme

The Report Write package includes:

- The report template. (Residential NZS4306:2005 set)
- The Report Summary template.
- The Letter of Engagement template
- The Access Confirmation template
- Work sheet template (For office use)
- Job sheet (For building surveys use)
- Terms and conditions for carrying out inspections under NZS4306:2005 (Only if required by the licensee).

Report Write:

Inspection Franchising and Licencing Limited
PO Box 48034
Silverstream
Upper Hutt
Contact: Bruce Symon
Phone: 0275455045
E-mail: info@reportwrite.co.nz



ReportWrite
INSPECTION TEMPLATES

Pre-Purchase house
inspection software
Template system for
compliance with Residential
Property Inspection Standard
NZS4306:2005

Report Write is for the New Zealand House Inspector and Building Surveyor.

If you want to provide dependable, reliable, and proven, damn good Standard compliant building reports for your clients - then Report Write is the system for you.

About Report Write:

Inspection Franchising and Licencing Ltd have developed an inspection and reporting system called "Report Write"

The development of this system is 16 years and over 20,000 inspections in the making, from industry leaders with hands on experience in the pre-purchase house inspection industry.

The report templates are proven to assist the pre-purchase building surveyor efficiently undertake property inspections and provide accurate reporting to comply with the Residential Property Inspection Standard NZS4306:2005.

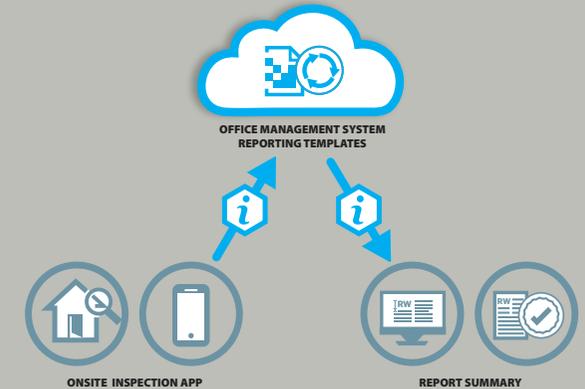
These are not tick box or pre-formatted forms, rather the surveyor builds the report specific to the property being inspected by selecting the relevant information in the reporting template.

The software that runs the templates also has a built in Office Management system to provide a whole business system that can track inspections and client information with a schedule to manage the building surveyor's week.

Using this reporting system can help minimise reporting errors that proving to be one of the most common risks to the building surveyor's business.

Report Write THE SYSTEM:

The Report Write System is made up of two key parts - the Office Management system, which provides the administrative support and the Report templates, which provides the reporting system.



Office Management

Allows the building surveyor to easily collect and store detailed information about, the client, the property to be surveyed, and the agent or owners involved in the sale.

It provides a scheduler for management of the building surveyor or surveyor's inspections (only with the Premier version).

The necessary administrative documents include:

- Worksheets (for office use)
- Job sheets (for the Surveyor)
- Letter of Engagement* (LOE)
- Access letter for the home owner or agent marketing the property, and if required
- Terms and Conditions*.

With a few clicks, the system provides direct emailing of all documents to the relevant party's including the reports.

The system loads all relevant information into the reporting templates, and a built-in streamlined transfer of reporting templates for onsite reporting and back for completion and sending.

* Requirement for NZS4306:2005.

Report Templates

The reporting templates are designed to allow the Building Surveyor to easily collect all the information required for compliance with NZS4306:2005.

The onsite use of the inspection app allows the information to be entered directly into the report. A huge selection carefully written generics helps build an accurate description of materials and issues, with prompts for further comment and next step guidance, as determined by Justice Williams in Hepburn V Cunningham. All of which means rapid, comprehensive reporting to the client, real-time if you choose, and the ability to carry out more inspections.

Once the onsite inspection is complete, the report is easily transferred back to the office management system for checking, formation of the Summary, and emailing to the client.

