

# Asset Inventory Solutions

Asset Recording Services provides professional inventory solutions for insured property owners and those business entities faced with SOX, MODEL AUDIT or GASB reporting for 2007. To learn about how a proactive inventory can assist you or your client, click on industry links below.

Commercial Services  
 Business Disaster Recovery  
 Video Recording  
 Corporate Governance

## Home Inventory Services

Who We Support  
 Certified Public Accountants  
 Financial Advisors  
 Estate Planners  
 Decision Makers & Leadership  
 Insurance Professionals  
 Religious & Non-Profit Organizations  
 Family Law

While paying the highest property and casualty premiums, one must still itemize a claim for damage or loss, and when asked, be able to show &quot;pre-loss&quot; conditions by the insurer. The ability to list, value and manage assets of a company supports profit and loss statements and demonstrates best business practices. For more information about the advantages of a proactive inventory select a professional or industry category below:

- Edited color video and narrative depicting interior and exterior footage of an insured premise including all structures is produced on durable media.
- Digital still images are paired with descriptions of items bearing model- and serial numbers and other identifiers. Scanned receipts, certificates of value or appraisal are paired with the items description and image(s) within the Inventory Manifest.

Those items subject to theft are discreetly labeled with Owner ID to satisfy some insurer's requirements to mark property. Should stolen property be recovered, the items would be returned.

Asset Recording Services' technicians efficiently gather inventory data without disrupting business operations or enjoyment of lifestyle.

Asset Recording Services' trained field technicians are respectful of customer property and premise by wearing shoe covers.

- Inventory project is provided in bound color copies on durable media and in digital format to facilitate distribution and virtual off-site storage. Inventory manifest is compiled in Excel spreadsheet format to allow ongoing inventory management by the owner.
- Inventory data from spreadsheet can be easily merged with financial reports or into asset management database.
- Documentation of insured property complements disaster recovery/business continuity planning where damage or loss is fully represented in detail and accompanied by visual record of &quot;pre-loss&quot; conditions.
- Insurance claims can be reported with minimum delay as itemized content is listed by area/department/room/desktop location whether damage is isolated to one or several areas.
- Proactive Inventory documentation meets/exceeds insurers' requirements to support a future claim for insured property loss or damage.

- The cost of an Asset Recording Services inventory solution is at a fraction of self-inventory when diverting employees from their assigned tasks or scheduling additional hours for training and data collection. We assure the accuracy of the data by implementing Quality Assurance reviews throughout the project.

- Itemized list of non-consumable assets confirms profit-and-loss statement and demonstrates Best Business Practices as required by Model Audit and Sarbanes-Oxley standards.

- Forensic inventory of estate chattel, marital assets or possessions for IRS valuation is accurately described.

- As a courtesy to the Estate we will coordinate qualified Certified Appraisers to issue valuations(s) for those items of fine art, jewelry and other collectibles as needed. Our recommendations are based on personal acquaintance of the appraiser and knowledge of their credentials.