

Code of Practice

1. The Inventory Clerk will compile inventories, and conduct check-outs and check-ins in accordance with the Guidelines of the Association.
2. The Inventory Clerk will carry out commissions objectively, in a fair and impartial manner.
3. The Inventory Clerk will be prepared to assist in the event of a dispute, and to attend Court if required, at an agreed fee.
4. The Inventory Clerk will declare, prior to accepting a commission, whether he/she has any vested interest in the property, or connection with the parties concerned.
5. The Inventory Clerk will not have any financial connection with a maintenance, cleaning or similar contracting company.
6. The Inventory Clerk will provide details of his/her Professional Indemnity and Public Liability insurance on request.
7. The Inventory Clerk will abide by the decisions of AIIC in the event of a dispute concerning a breach of the Code of Practice of the Association which has been referred to the Association.

