



PAFENA

RELOCATION SPECIALISTS

HOME & PROPERTY
ACQUISITION





HOME & PROPERTY ACQUISITION

Why you should choose to use Pafena's home and property acquisition services?

Its quite simple... because Pafena is totally independent of estate agents and letting agents, therefore you can always be certain of receiving unbiased advice and guidance, our advisors will work entirely with your best interests at the forefront of each and every stage.

Using our negotiation skills, we would certainly anticipate saving you money on the final purchase price and a reduction of the rental or lease price.

With a capability to research hundreds of properties across the northern counties, Pafena's home and property acquisition services are aimed specifically at locating the ideal property that suits your purpose.

This may be a residential property for an employee, director or executive...

Perhaps your company has outgrown its current premises and needs to expand...

You may require additional commercial premises to open a new branch in retail, service or manufacturing...

Development land to build an entirely new complex on an existing/new industrial site or retail park...

Pafena has at your disposal, a dedicated specialist advisor who will meet with you or your representatives, to discuss your requirements, to offer advice and even provide additional input into a future project!

Pafena's services are entirely bespoke, offering choice, flexibility, with the ultimate endeavour to provide the appropriate service(s) to suit your budget and time frame in the required location.



A TYPICAL EXAMPLE OF A PROPERTY ACQUISITION

After initial meeting and briefing, our specialist advisors will conduct the research for your ideal property, whether large or small, residential or commercial, to rent, purchase or lease.

Forward details of all relevant premises/land for consideration and shortlist.

Arrange appointments with agents/vendors to view, at agreed day and times.

Prepare an itinerary and provide information on premises/location to be viewed.

Collect (if required) you/your representative to accompany on viewings and return.

Advise on premises seen.

Discuss and agree a proposal /initial offer and enter into negotiations on your behalf.

Liaise with all interested parties, assist with contracts and documentation to completion.

ADDITIONAL OPTIONS

MOVE SERVICES

Pafena will organise logistics in the transfer of home/personal possessions, work/office equipment from the existing premises to the new premises.

We will source quotes from reputable removal or shipping companies (depending whether national or international move) for your acceptance. Once agreed Pafena will oversee the entire removal process maintaining regular updates.

Additionally there may be a need of:

- ◆ Temporary accommodation/storage up to the move in date.
- ◆ Furniture/equipment hire
- ◆ Car/van rental

These are items that Pafena can arrange to have in place at the specified times and location(s).



MOVE-IN/MOVE OUT

Both these services are offered for rental/lease premises, with the intention of protecting the individual's/ company deposit or guarantee, against unnecessary financial claims on the final move-out.

THE MOVE-IN

A Pafena advisor (fully trained inventory provider) will attend the move-in, meeting with the agents/landlord and employee/representative at the chosen property. It is generally accepted that either the Agent or Landlord would provide an inventory and schedule of condition, which is to detail the contents and overall condition of the property. (On occasion an inventory is not supplied and therefore our advisor will provide details and images on a specially produced report). With the inventory provided our advisor will walk through the property checking all items listed on the inventory, documenting items missing, highlighting disagreement with any descriptions and where necessary taking images of any discrepancies/damages/faults.

After completion, the amended inventory accompanied with our own report will be sent to the Agents/Landlord, your company and your employee/representative, to keep on file for the Move-out.

THE MOVE-OUT

A similar process as the move-in, wherever possible our agent who attended the move-in will attend the move-out, to provide continuity and have the prior knowledge/familiarisation of the property.

Again meeting with all parties at an agreed time, to walk through the property with the original (amended) inventory and to annotate any significant variations to decoration, damages, deterioration, items missing or issues with cleanliness. It is always advisable to have the employee/representative attend the move-out, to agree/disagree any possible issues on the day, this can save considerable time in concluding matters and expediate the return of the deposit.

After completion our advisor will send a final report to your company/employee/representative, advising whether a claim would be imminent or that the move-out has been completed successfully and no claims would be lodged.

(Images would be taken of all possible items that may constitute any claims by the Agents/Landlord, these will be used in the event of continued disagreement and the claim is sent before a Panel for Arbitration).



RESETTLEMENT SUPPORT

Now your employee has moved into the new home and possibly for some, this may be the first real visit to the UK.

At this time, especially outside of the working environment, your employee may feel completely vulnerable and if the partner/spouse and family have joined the move as well, it is essential to provide guidance and support for all.

There may be cultural and language difficulties to overcome, advice on using local transportation, registering with doctors, dentists, setting up utility supplies, TV license and council tax payments, organising telephone and broadband connections, insurances and so on, these are all items which are routine to us, but can be worrying and confusing for your employee.

If the home search and move has been provided by Pafena your employee will already have a dedicated advisor, it will be this person (a friendly face) who will assist in organising and supporting your employee (family members) as required or within an agreed period of time.





WHY CHOOSE PAFENA?

- ◆ Experienced in relocating company employees & families to the North of England
- ◆ Free initial advice and consultation
- ◆ Client confidentiality
- ◆ Pafena is completely flexible, working with you to determine the best services tailored to your company/employees own requirements, budget and timeframe
- ◆ Your company/employee will be allocated a dedicated personal advisor for direct contact, guidance & support at all times
- ◆ Pafena is an Independent company, not connected to or with, any Letting Agents/Estate Agents and therefore totally unbiased to negotiate the best possible property/rental prices on behalf of your company/employee
- ◆ Cost effective – local area advisors with local knowledge, so no wasted journeys for inappropriate properties or locations.
- ◆ Research capabilities covering many properties and locations
- ◆ Organisation, co-ordination and continuity from beginning to end
- ◆ Reducing unnecessary time away from the workplace, relieving the stress and anxiety of your company representative/employee by having our support & guidance
- ◆ Property negotiation skills
- ◆ Rely on Pafena to provide appropriate information, obtain quotations from professional tradesmen/companies for building alterations or remedial work
- ◆ Project manage
- ◆ Member of the Association of Relocation Professionals
- ◆ Member of The Association of Professional Inventory Providers



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