

KIUKI CONCIERGE | LIFESTYLE AUDIT

Confidential Property & Logistics Record

Client Name: _____

Estate Location: _____

Primary Contact: _____

Secondary Contact _____

Tier:

- ☐ The Essential.
- ☐ The prestige.
- ☐ The Exquisite.

1. THE SANCTUARY (YOUR HOME)

Electricity

☐ K.P.L.C.: 1.Account Name _____

2. Account Number _____

☐ Generator

Name: _____

Last Service1. Date _____

2.Company _____

3.Technician _____

4.technician's number _____

☐ Water Management: 1.account name _____

2.Account Number _____

2. THE FLEET (Automotive Logistics)

Every vehicle must be showroom-ready.

Vehicle 1:

Make/Model: _____

Plate: _____

Next Service: _____

Vehicle 2:

Make/Model: _____

Plate: _____

Next Service: _____

Vehicle 3:

Make/Model: _____

Plate: _____

Next Service: _____

Fuel Policy: _____

3. SECURITY & ACCESS

Total discretion and restricted entry.

☐ Security Provider: _____

☐ Panic Button Locations: _____

☐ Concierge Access: _____

4. PROVISIONS & PREFERENCES

THE PANTRY LIST

SUPERMARKET: _____

1. _____
2. _____
3. _____
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MARKET: _____

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BUTCHERY: _____

CUT LIST

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

Allergies/Restrictions: _____

Preferred Vendors:

Butchery _____

Supermarkets _____

Market _____

5. STAFF & EXTERNAL VENDORS

Who do we supervise?

1. Housekeeper Name: _____

Mobile: _____

2. Gardener Name: _____

Mobile: _____

3. Current- Electrician _____

- Plumber: _____

4.DSTV/ZUKU

Account number: _____

Package cost: _____

5.Club Membership:Name _____

Package _____

6. SPECIAL INSTRUCTIONS
