

# What Collectify Can Do For You

## **Account**

Track any cost or revenue relating to your collection (purchase price, insurance, conservation, shipping, restoration, sale, etc.).

## **Catalog**

Data-entry wizards offer a step-by-step guide to the cataloguing process in just a few clicks of the mouse.

Create museum-quality entries by following internationally recognized cataloging standards.

Tell the object's story – whether it's a gift from a relative, was discovered at a garage sale, or purchased at a gallery.

Establish a record of your collection to provide security in the event of loss or damage.

## **Communicate**

Use the Creators & Contacts feature to stay in touch with all of your associates, including artists, galleries, brokers, and manufacturers.

## **Customize**

Define your own collection types beyond those already in Collectify.

Create your own collection-specific data fields.

Modify any one of the pre-existing report templates or create your own.

Personalize the screen - view the information you *want* about your object.

## **Find**

Search any field to find anything.

## **Import/Export**

Save on data-entry time by importing information from existing spreadsheets and databases.

## **Insure**

Organize claims and policies for improved communication with your insurance provider.

## **Manage Media**

Include images, video and sound clips of your collections.

Store support documents – scan invoices, contracts, policies, etc.

**Plan**

Estate planning is made easy - know who gets what and when.

**Reference**

Note any reference, whether in print or on the web, to artists, manufacturers, and objects.

Attach appraisals or insurance policy information.

Download and save articles or newspaper clippings relating to what you own.

Catalog similar items to learn about what you own by comparison.

**Remind**

Tell Collectify to remember your important dates, such as policy renewals, appraisals, or when the rug is due for cleaning.

**Report**

Choose from dozens of detailed templates – save, print, and email them to associates, friends, and family.

**Secure**

Hide specifics like prices and valuations from unauthorized eyes.

The software resides only on your computer – not the internet – so privacy is assured.

**Share**

Create a slideshow of your favorite pieces and email it to your family.

Build a screen saver using objects from your collection and email it to your friends.

**Track**

Record loans to friends, family members, and museums.

Note consignments to galleries or auction houses.

Keep track of things stored safely in the attic so you can find them again later.