

How to Create Your iVendre Advert

Welcome to iVendre. We recommend that you follow this guide so you will then be able to easily follow how to create your iVendre advert. The property details you provide online are automatically transformed into an English advert. If you choose the option to have an advert in French, the steps to take depend on the option you have purchased as follows:

iVendre is going to translate the English property details you provide into French and create your French advert for you – you simply create your English advert following the instructions below and we create the French page for you.

You are creating your advert in English only – you simply create your English advert following the instructions below.

You are creating your advert in French only – in the main menu you will see a French flag, when you are ready to create your French advert, click on the French flag and you will be in the French version of our website.

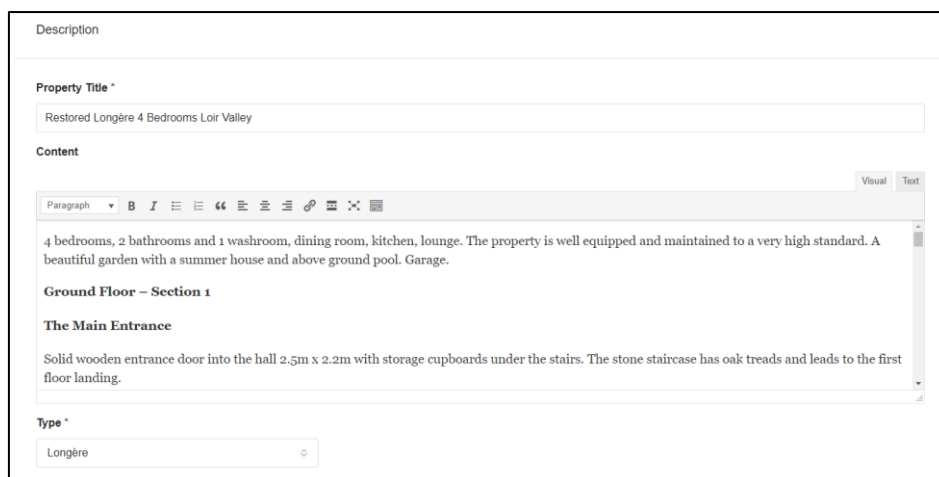
We suggest you check out our Help menu to get ideas on the information and photos you can provide. Please read the Terms and Conditions of Service which state that you must be the owner or have the permission of the owner of the property to publish it on iVendre.

GUIDANCE STEPS

To start creating your English advert, make sure you are logged in to iVendre via the head and shoulders on the menu. Click on the head and shoulders again (if necessary) and select “Create my advert” from the drop-down menu and follow the steps detailed below.

If you have already started to create your advert, after logging via the head and shoulders on the menu bar, click on the head and shoulders again and select “English advert” then click on your advert.

STEP 1 – DESCRIPTION



The screenshot shows the 'Description' form in the iVendre system. It includes a 'Property Title' field with the text 'Restored Longère 4 Bedrooms Loir Valley'. Below this is a 'Content' field with a rich text editor. The editor contains the following text: '4 bedrooms, 2 bathrooms and 1 washroom, dining room, kitchen, lounge. The property is well equipped and maintained to a very high standard. A beautiful garden with a summer house and above ground pool. Garage.' Below the main text, there are two sub-sections: 'Ground Floor – Section 1' and 'The Main Entrance'. The 'The Main Entrance' section contains the text: 'Solid wooden entrance door into the hall 2.5m x 2.2m with storage cupboards under the stairs. The stone staircase has oak treads and leads to the first floor landing.' At the bottom of the form is a 'Type' dropdown menu with 'Longère' selected.

Price	
Sale Price	Price per m²
<input type="text" value="165000"/>	<input type="text" value="1162"/>
Measurement unit	Price description
<input type="text" value="m2"/>	<input type="text" value="No agency fees"/>
<small>For example: m2</small>	<small>For example: No Agency Fees</small>

CLICK ON NEXT >

To move to the next step, click on the NEXT arrow at the bottom right of the screen.

STEP 2 – DETAILS

Details	
Bedrooms	Bathrooms
<input type="text" value="4"/>	<input type="text" value="2"/>
<small>Only digits</small>	<small>Only digits</small>
Habitable Area Size	Measurement Unit
<input type="text" value="142"/>	<input type="text" value="m<sup>2</sup>"/>
<small>Only digits</small>	<small>For example: m2</small>
Land Area	Land Area Size Postfix
<input type="text" value="3000"/>	<input type="text" value="m<sup>2</sup>"/>
<small>Only digits</small>	<small>For example: m2</small>
Garages	Garage Size
<input type="text" value="1"/>	<input type="text" value="20m<sup>2</sup>"/>
<small>Only digits</small>	<small>For example: 200 m2</small>
Year Built	Taxe Foncière
<input type="text" value="Enter year built"/>	<input type="text" value="600€"/>
<small>Only digits</small>	
Energy rating	Outbuildings
<input type="text" value="Diagnostics complete"/>	<input type="text" value="1"/>
Outbuildings surface area	
<input type="text" value="8 m<sup>2</sup>"/>	


ENERGY RATING INFORMATION

It is a legal requirement to have the property's energy rating calculated by an expert. For more information see Energy Class section below.

STEP 3 – PHOTOS AND VIDEOS

Media


Drag and drop the images to customize the image gallery order.




Drag and drop the gallery images here
(Minimum size 1440x900)

[Select and Upload](#)


Click on the star icon to select the cover image.




☆




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CHOOSE YOUR FEATURE PHOTO / COVER IMAGE

After uploading your photos, you can sort them in the order of your choice by dragging and dropping them. Make sure you click on the Star in the photo you want to be your feature image on our web site.

INCLUDE YOUR VIDEO LINK

In the box labelled Video Link (URL) - underneath the photos - paste in the link to your video site.

STEP 4 – ENERGY CLASS

Energy Diagnostics Report

Energy Use E	Energy Consumption Measurement 268 kWh/m ² .an
Greenhouse Gas Emissions Class C	Greenhouse Gas Measurement 13 kg CO ₂ /m ² .an
EPC Current Rating	EPC Potential Rating

WHERE IS MY ENERGY CLASS INFORMATION?

You obtain the information about your energy consumption and environmental rating from a report prepared following a visit by a Diagnostics expert. The report is called DPE which stands for Diagnostic Performance Énergétique. Your Notaire's office will provide you with the details of who to contact if you need to have this done. Remember we can help you out by doing this for you via our Translation Support services if your French language skills are limited. If you have had the diagnostics done and the report comes back DPE Vierge, type the word Vierge in EPC Current Rating. If it has been classed then you can fill in the information above. The Energy Class is the "Consommations énergétiques". The Global energy performance index is "Consommation réelle". The Renewable energy performance index is "Emissions de gaz à effet de serre". The Energy performance of the building is "Estimation des émissions"


STEP 5 – PROPERTY FEATURES

Features			
<input checked="" type="checkbox"/> ADSL Internet	<input type="checkbox"/> Air conditioning	<input type="checkbox"/> Balcony	<input type="checkbox"/> Barbecue
<input checked="" type="checkbox"/> Cellar / Cave	<input type="checkbox"/> Central heating (elec)	<input type="checkbox"/> Central heating (gas)	<input type="checkbox"/> Central heating (oil)
<input type="checkbox"/> Central heating (town gas)	<input type="checkbox"/> Ceramic radiators	<input checked="" type="checkbox"/> Convector Heaters	<input type="checkbox"/> Covered parking
<input checked="" type="checkbox"/> Dishwasher	<input type="checkbox"/> Dryer	<input type="checkbox"/> Fibre Internet	<input type="checkbox"/> Fireplace
<input checked="" type="checkbox"/> Freezer	<input checked="" type="checkbox"/> Fruit Trees	<input checked="" type="checkbox"/> Garden	<input type="checkbox"/> Greenhouse
<input checked="" type="checkbox"/> Laundry	<input type="checkbox"/> Lawn	<input type="checkbox"/> Mains drainage	<input checked="" type="checkbox"/> Off mains drainage
<input checked="" type="checkbox"/> Oven	<input checked="" type="checkbox"/> Pond / Lake	<input checked="" type="checkbox"/> Refrigerator	<input checked="" type="checkbox"/> Satellite dish
<input checked="" type="checkbox"/> Swimming pool (above ground)	<input type="checkbox"/> Swimming pool (in ground)	<input checked="" type="checkbox"/> Terrace	<input checked="" type="checkbox"/> Washing machine
<input type="checkbox"/> Well	<input checked="" type="checkbox"/> Wood burner	<input checked="" type="checkbox"/> Workshop	

TICK THE APPROPRIATE PROPERTY FEATURES

These are the property features you want to highlight and include in the sale price.

STEP 6 – LOCATION

Location	
Address	
<input type="text" value="72340 Ruillé-sur-Loir, France"/>	
Map	
Drag and drop the pin on map to find exact location	
	Latitude
	<input type="text" value="47.7497789"/>
	Longitude
	<input type="text" value="0.620518"/>
	Street View
	<input type="text" value="Hide"/>

ABOUT YOUR LOCATION



Only show the information about your location which you feel is necessary to your potential buyers.

ACCEPT GDPR (General Data Protection Regulations) AND SUBMIT your page.

You will see your advert has been added to your English Dashboard and it is showing as pending until it has been approved by our team. You will receive an email when the advert has been approved and, if you have selected a French advert, we will have begun the translation of your English advert and the creation of your French advert.



I CLICKED ON SAVE DRAFT

If you clicked on Save Draft and then left the advert creator before completing all the steps, to go back to it, log in to iVendre.com by selecting the head and shoulders on the main menu. Click on the head and shoulders again and select "English advert" then click or tap on the "Actions" button and select "Edit".

Thumbnail	Title	Type	Status	Price	Featured	Actions		
	Restored Longère 4 Bedrooms Loir Valley		Pending	Longère	FOR SALE	165.000€ 1.162€/No agency fees	No	Actions 
							Edit	
							Delete	
							Duplicate	

WHAT HAPPENS NEXT?

The email(s) you receive to confirm the creation of your advert(s) will contain the respective web link to your advert. Please keep them safe so you can communicate them to your potential purchasers. You can log in to your account on iVendre.com and go to your client space by clicking on the head and shoulders in the menu and see that your advert has changed from Pending to Approved.

Thumbnail	Title	Type	Status	Price	Featured	Actions		
	Restored Longère 4 Bedrooms Loir Valley 72340 Ruillé-sur-Loir, France		Approved	Longère	FOR SALE	165.000€ 1.162€/No agency fees	No	Actions 

CHANGING YOUR ADVERT

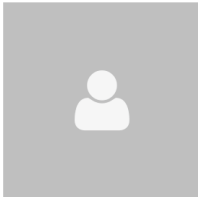
Please do not change your advert text as this will not be translated. Contact the iVendre Team on lequipe@ivendre.com if you wish to have your advert text amended. You can of course change the numerical values e.g. the price. To edit, log in to iVendre.com and click on the head and shoulders on the main menu and select "English advert".

MY PROFILE

My Profile

[View Public Profile](#)

Information



[Update Profile Picture](#)
Minimum size 300 x 300 px

Username iVendreContact	Email lequipe@ivendre.com
First Name Enter your first name	Last Name Enter your last name
Select Your Public Name iVendreContact	
Title / Position Enter your title or position	License Enter your license
Tax Number Enter your tax number	Phone Enter your phone number
Fax Number Enter your fax number	Mobile Enter your mobile phone number
Language English, Spanish, French	Company Name Enter your company name
Address Enter your address	

MY PERSONAL INFORMATION

To access and update your personal information, log in to iVendre.com and then click again on the head and shoulders. You will see "My Profile". Click on it and fill in the appropriate boxes here to help us to get to know you. You can change your password in here too. None of this information is shared with anyone outside the iVendre Team.