



Home Inventory

Service Provided by Your Real Estate Professionals
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Suggestions for Your Home Inventory

A detailed inventory is important in determining ownership and the value of property after a loss due to fire or theft. Most people couldn't complete a list of personal property from memory but that's something you'd be asked to do at the time you filed an insurance claim. This Home Inventory is designed to assist you in listing personal assets and calculating their approximate replacement value. Even choosing to complete the most general overview of your personal property on the attached sheets will be helpful to you in the event that you need this information. Photos can be stored in a small photo album along with this inventory.

- Record serial numbers of small appliances and other theft-prone items.
- Keep receipts along with the description of the item.
- If doing an audio or video inventory, start in one corner of the room and work your way around until the whole room has been covered.
- Don't forget to inventory closets, the attic and basement, and include sporting goods.
- A detailed record of antiques, jewelry, silver, major appliances and collector's items is very important.
- Keep your inventory up-to-date -- be sure to add new items as you purchase them.
- Photographs may be the best way to record your belongings. To prepare this kind of inventory, follow these easy guidelines.
- Any point-and-shoot or digital camera or VCR will do. (Color pictures show details better and cameras with a flash may produce better quality images.) Slides or prints are OK.
- Make sure pictures, slides and videos are dated and that items shown are accompanied by written records of when the item was purchased, where purchased and purchase price.
- To get the overall picture, take wide-angle shots of the entire room, then several close-ups to capture details.
- Focus your flash away from mirrors and other reflective surfaces by standing at a 45° angle to the shiny surface.
- When using a flash, try not to get closer than the recommended focus range. If you must get closer, dim the flash by placing a handkerchief over it while taking the picture.
- A family member in the picture helps substantiate ownership. Open closet doors to indicate quantity of clothing and take pictures of the inside of drawers with the contents fanned out.
- Use non-glare dark cloth as a backdrop for silver, china or jewelry and try to avoid using a flash.
- Take a picture of the pattern name or manufacturers signature of your china, along with a picture of the pattern.
- Don't forget to include power tools and detailed photos of the inside of any toolboxes, drawers or storage sheds.

Home Inventory

Living Room

Items	Yr. Purchased	Manuf. & model	Est. Value
Bookcases			
Books (listed separately)			
Chairs			
Couches, sofas, sectionals			
Clocks			
Coffee tables			
Curtains or drapes			
Desk			
Electronic equipment (listed separately)			
End tables			
Fireplace tools, screen, grate			
Flower arrangements and plants			
Footstools or ottomans			
Knickknacks (listed separately)			
Lamps			
Mirrors			
Musical Instruments (listed separately)			
Organ or piano			
Pictures (listed separately)			
Rugs			
Telephones, answering machine			
Television			
Vases			
Other furniture			
Living Room Total			

Home Inventory

Dining Room

Items	Yr. Purchased	Manuf. & Model	Est. Value
Buffet			
Candle holders or candelabras			
Chairs			
China (listed separately)			
China cabinet			
Clocks			
Crystal (listed separately)			
Curtains or drapes			
Dining table and chairs			
Flatware (listed separately)			
Flower arrangements and plants			
Glassware (listed separately)			
Knickknacks (listed separately)			
Lamps			
Mirrors			
Pictures			
Rugs			
Silverware (listed separately)			
Tables			
Tables linens			
Vases			
Wines and liquors			
Other furniture			
Dining Room Total			

Home Inventory

Kitchen

Items	Yr. Purchased	Manuf. & Model	Est. Value
Baker's rack			
Butcher block			
Cabinets			
Canisters			
Chairs			
Clock			
Coffeemaker			
Cookbooks			
Cutlery, flatware (listed separately)			
Cutting Boards			
Dishes			
Dishwasher			
Electric appliances (listed separately)			
Freezer			
Kitchen utensils			
Knives			
Microwave			
Oven, cook top			
Pictures (listed separately)			
Pots, pans			
Refrigerator			
Rugs			
Serving bowls, platters			
Table linens (listed separately)			
Table and chairs			
Telephone			
Television			
Towels			
Trash compactor			
Kitchen Total			

Home Inventory

Laundry

Items	Yr. Purchased	Manuf. & Model	Est. Value
Broom, mops, dustpan			
Cabinets			
Dryer			
Folding table			
Freezer			
Laundry baskets			
Refrigerator			
Sewing machine			
Iron, ironing board			
Vacuum cleaner			
Steam cleaner			
Washing machine			
Water heater			
Water softener			
Rugs (listed separately)			
Laundry Room Total			

Home Inventory

Master Bedroom

Items	Yr. Purchased	Manuf. & Model	Est. Value
Bed frames			
Bedspreads, linens (listed separately)			
Books (listed separately)			
Bookcases			
Ceiling fan			
Chest of drawers, dressers			
Chairs/Rocking Chair			
Clocks			
Clothing (listed separately)			
Curtains or drapes			
Desk			
Flower arrangements and plants			
Humidifier			
Jewelry and furs (listed separately)			
Knickknacks (listed separately)			
Lamps			
Mattresses, box springs			
Night stands, tables			
Pictures, paintings & Mirrors(listed separately)			
Pillows, quilts			
Radio			
Rugs			
Sheets, pillowcases (listed separately)			
Stereo, CDs & player (listed separately)			
Telephone			
Television			
Vanity table			
VCR & video tapes (listed separately)			
DVD player & DVDs (listed separately)			
Master Bedroom Total			

Home Inventory

Bedroom Two

Items	Yr. Purchased	Manuf. & Model	Est. Value
Bed frames			
Bedspreads, linens (listed separately)			
Books (listed separately)			
Bookcases			
Ceiling fan			
Chest of drawers, dressers			
Chairs/Rocking Chair			
Clocks			
Clothing (listed separately)			
Curtains or drapes			
Desk			
Flower arrangements and plants			
Humidifier			
Jewelry and furs (listed separately)			
Knickknacks (listed separately)			
Lamps			
Mattresses, box springs			
Night stands, tables			
Pictures, paintings, mirrors (listed separately)			
Pillows, quilts			
Radio			
Rugs			
Sheets, pillowcases (listed separately)			
Stereo, CDs & player (listed separately)			
Telephone			
Television			
Vanity table			
VCR & video tapes (listed separately)			
DVD player & DVDs (listed separately)			
Bedroom Two Total			

Home Inventory

Bedroom Three

Items	Yr. Purchased	Manuf. & Model	Est. Value
Bed frames			
Bedspreads, linens (listed separately)			
Books (listed separately)			
Bookcases			
Ceiling fan			
Chest of drawers, dressers			
Chairs/Rocking Chair			
Clocks			
Clothing (listed separately)			
Curtains or drapes			
Desk			
Flower arrangements and plants			
Humidifier			
Jewelry and furs (listed separately)			
Knickknacks (listed separately)			
Lamps			
Mattresses, box springs			
Night stands, tables			
Pictures, paintings, mirrors (listed separately)			
Pillows, quilts			
Radio			
Rugs			
Sheets, pillowcases (listed separately)			
Stereo, CDs & player (listed separately)			
Telephone			
Television			
Vanity table			
VCR & video tapes (listed separately)			
DVD player & DVDs (listed separately)			
Bedroom Three Total			

Home Inventory

Bedroom Four

Items	Yr. Purchased	Manuf & Model	Est. Value
Bed frames			
Bedspreads, linens (listed separately)			
Books (listed separately)			
Bookcases			
Ceiling fan			
Chest of drawers, dressers			
Chairs/Rocking Chair			
Clocks			
Clothing (listed separately)			
Curtains or drapes			
Desk			
Flower arrangements and plants			
Humidifier			
Jewelry and furs (listed separately)			
Knickknacks (listed separately)			
Lamps			
Mattresses, box springs			
Night stands, tables			
Pictures, paintings, mirrors (listed separately)			
Pillows, quilts			
Radio			
Rugs			
Sheets, pillowcases (listed separately)			
Stereo, CDs & player (listed separately)			
Telephone			
Television			
Vanity table			
VCR & video tapes (listed separately)			
DVD player & DVDs (listed separately)			
Bedroom Four Total			

Home Inventory

Master Bathroom

Items	Yr. Purchased	Manuf. & Model	Est. Value
Baskets			
Cabinets			
Chairs			
Clothes hamper			
Contact lenses			
Cosmetics, toilet accessories			
Curtains			
Eyeglasses			
First aid			
Flower arrangements and plants			
Hearing aids			
Knickknacks (listed separately)			
Medicines			
Mirrors			
Pictures, paintings (listed separately)			
Radio			
Rugs			
Scales			
Shelves			
Shower curtain			
Soap dispensers			
Television			
Towels			
Electrical appliances: hair dryer			
Razor			
Curling iron			
Electric rollers			
Toothbrush			
Other			
Master Bathroom Total			

Home Inventory

Bathroom Two

Items	Yr. Purchased	Manuf. & Model	Est. Value
Baskets			
Cabinets			
Clothes hamper			
Cosmetics, toilet accessories			
Curtains			
Medicines			
Mirrors			
Rugs			
Shower curtain			
Television			
Towels			
Electrical appliances: hair dryer			
Razor			
Curling iron			
Electric rollers			
Toothbrush			
Bathroom Two Total			

Home Inventory

Family Room

Items	Yr. Purchased	Manuf. & Model	Est. Value
Baskets			
Binoculars			
Board games			
Books (listed separately)			
Bookcases			
Cassettes, CDs, DVDs (listed separately)			
Ceiling fan			
Chairs			
Collectibles			
Couches, sofas, sectionals			
Curtains, drapes			
Desk			
Entertainment center			
Exercise equipment (listed separately)			
Fireplace tools			
Flower arrangements and plants			
Hobby equipment			
Knickknacks (listed separately)			
Lamps			
Musical instruments (listed separately)			
Picture, paintings (listed separately)			
Pool table			
Rugs			
Stereo equipment			
Tables			
Telephone			
Vases			
VCR, video tapes (listed separately)			
Video games			
Video camera			
Family Room Total			

Home Inventory

Home Office

Items	Yr. Purchased	Manuf. & Model	Est. Value
Adding machine/calculator			
Awards, diplomas			
Books (listed separately)			
Bookcases			
Compact disks, blank disks			
Computer, monitor, keyboard, modem			
Chairs			
Copier			
Desk			
FAX machine			
Filing cabinets			
Knickknacks (listed separately)			
Lamps			
Laptop computer			
Office supplies			
Pictures, paintings (listed separately)			
Printers, printer supplies			
Radio			
Rugs			
Tables			
Tape recorder			
Telephone			
Typewriter			
Home Office Total			

Home Inventory

Garage

Items	Yr. Purchased	Manuf. & Model	Est. Value
Auto equipment			
Benches			
Bicycles			
Cabinets			
Camping equipment			
Exercise equipment (listed separately)			
Freezer			
Garden equipment			
Grill			
Hobby equipment (listed separately)			
Hoses, sprinklers			
Hot tub			
Ladders			
Lawn furniture			
Lawn mower, blower, edger			
Patio furniture			
Planters			
Snow blower			
Sports equipment (listed separately)			
Tools (listed separately)			
Trash cans			
Woodworking equipment			
Workbench			
Garage Total			

Home Inventory

Summary Values

Living Room	\$ _____
Dining Room	\$ _____
Kitchen	\$ _____
Laundry Room	\$ _____
Master Bedroom	\$ _____
Bedroom Two	\$ _____
Bedroom Three	\$ _____
Bedroom Four	\$ _____
Master Bath	\$ _____
Bath Two	\$ _____
Family Room	\$ _____
Home Office	\$ _____
Garage	\$ _____
Itemized Inventory:	
Antiques and Collectibles	\$ _____
Cassettes, CDs, Albums, Videos and DVDs	\$ _____
Computer Equipment & Software, Electronic Equipment	\$ _____
Glassware, Dinnerware, Flatware	\$ _____
Tools	\$ _____
Other	\$ _____
Total Value of Personal Property	\$ _____