



HOME CONTENTS INVENTORY CHECKLIST

If you experienced a total loss of the contents of your home, would you be able to compile a list of everything? Your Homeowners insurance provides coverage for the contents of your home up to the limit you selected with your insurance agent.

In the event of a covered loss, however, you would be expected to provide a list of all your personal property that was damaged or stolen along with its estimated value. Maintaining an accurate inventory list of your personal property can help make the claim settlement process easier and faster.

That's why Smart Insurance Agency has compiled this easy-to-use and important checklist to use.

Getting Started:

Plan to tackle one room at a time. This will make this task seem less burdensome. You can also assign each family member a room and have make it their responsibility to track the items in their assigned room. Whatever you decide, do not give up!

Video and photo documentation. Begin by opening all cabinets and closets and carefully go through each room filming or photographing each closet, shelf and cupboard's contents, as well as recording details of furniture and electronics. Ensure you focus on serial and model numbers for large appliances, and electronics. Lastly, save copies of the photo and video in two places, just in case your computer or camera is damaged/stolen or lost.

Receipt Tracking. Try to keep all of our major receipts for things like TV, appliances, electronics and other high-value purchases. Store these receipts along with your other important documents. These can be used as "proof of value" when filing a claim for a missing or damaged item.

Registering Goods. You can register many electronics and appliance purchases with the manufacturer. This is an additional place your purchase information can be stored.



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Home Inventory Checklist

Inventory Date _____

Kitchen 				
Item	Manufacturer	Model, Serial Number	Date Purchased	Purchase Price
Stove				
Refrigerator				
Coffee Maker				
Dishwasher				
Cabinets				
Sink disposal				
Freezer				
Blender, processor				
Table				
Microwave				
Chairs, stools				
Silverware				
Dishes				
Glasses				
Toaster				
Mixer				
Utensils				
Pots & Pans				
Waffle Iron				
Stove				
Electric Grill				

Living Room



Item	Manufacturer	Model, Serial Number	Date Purchased	Purchase Price
Sofa				
Loveseat				
Chairs				
Ottoman				
Coffee Table				
End Tables				
Television				
Stereo				
Stereo equipment				
DVD player				
CDs, DVDs, Videos				
Video games				
Entertainment center				
Sound System				
Piano, musical instruments				
Area rugs				
Knickknacks				
Curtains, blinds				
Storage chests				
Bookcases				
Clock				
Mirrors				
Books				
Fireplace equipment				



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Home Office



Item	Manufacturer	Model, Serial Number	Date Purchased	Purchase Price
Computer				
Computer monitors				
File Cabinets				
Office supplies				
Telephone				
Cell Phones				
Books				
Scanners				
Bookcase				
Desk				
Chairs				
Laptop				
Curtains, blinds				
Wall décor, art				



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