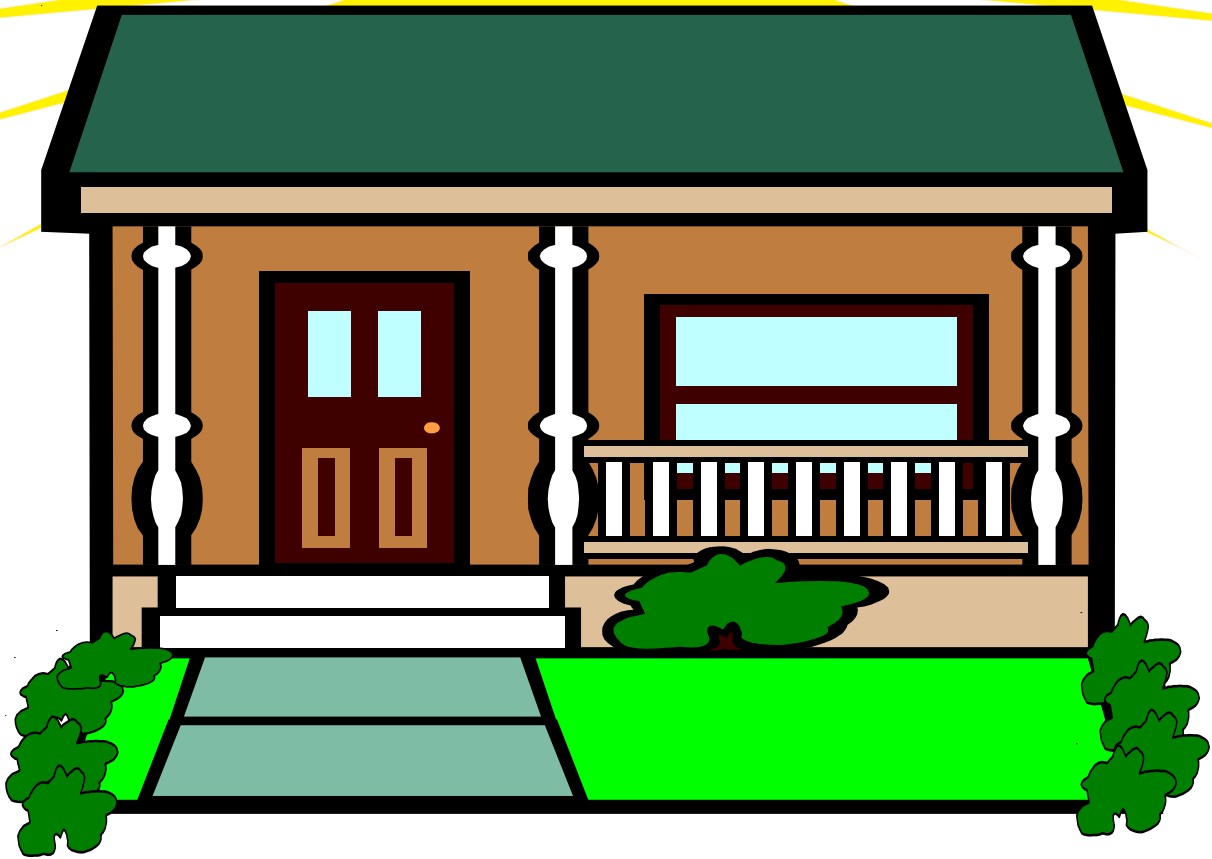


# Home Inventory File



The claim process is never fun, but you can minimize the hassle. Always document your household items and other personal property so you can quickly and accurately prove any future loss to the insurance company. Keep this file up current. Keep receipts, photos and videotapes in a safe deposit box or other secure place away from your home.

*This brochure was produced as a public service by*

The Insurance Council of Texas

[www.insurancecouncil.org](http://www.insurancecouncil.org)

512.444.9611








## *- Inventory Summary -*

Number of Items	Type of Item	Total Original Cost	Estimate Present Value
	Musical Instruments		
	Silverware		
	China & Glassware		
	Living Room		
	Sports & Hobby Equipment		
	Office		
	Dining Room		
	Kitchen		
	Extra Bedroom(s)		
	Bath Room(s)		
	Recreation/ Family Room		
	Library, Den or Study		
	Master Bedroom		
	Attic, Garage, Basement		
	Patio or Deck Tool Shed		
	Personal Effects - Men		
	Personal Effects - Women		
	Personal Effects - Boys		
	Personal Effects - Girls		
<b>Grand Total</b>			
<i>Total amount of your present insurance on personal property</i>			

## Home Inventory Tips



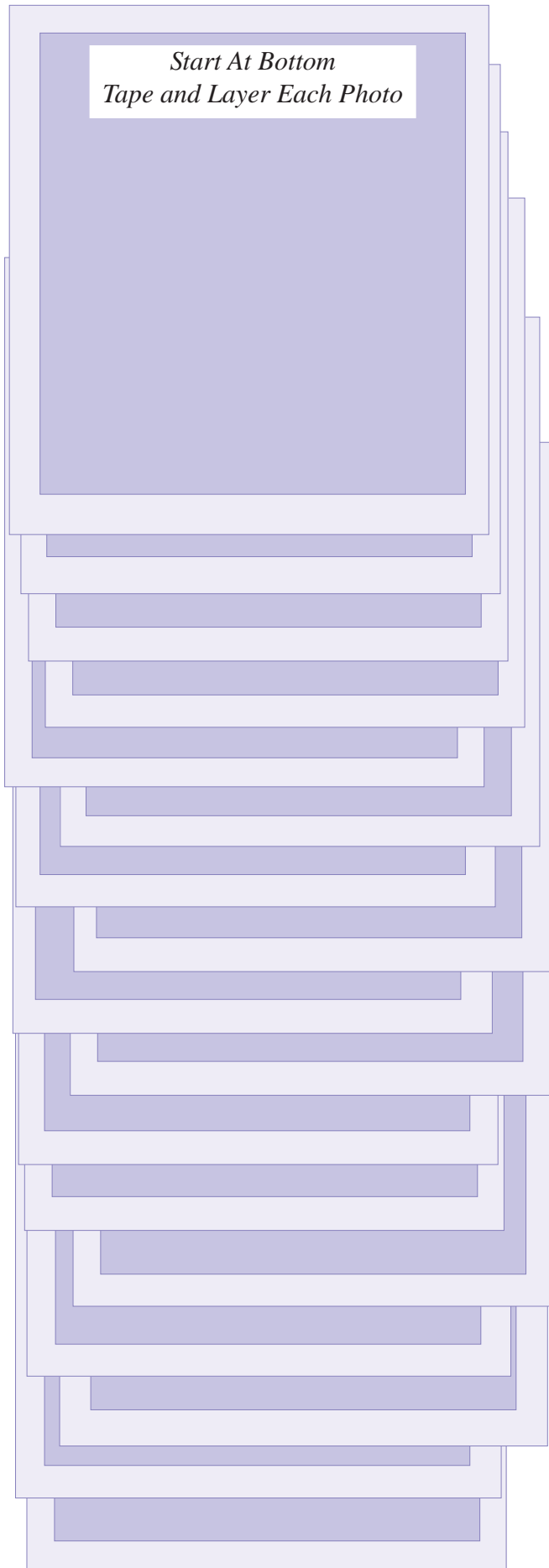
-  List every item of value in your house.
-  Include the **serial numbers** of all items that have them.
-  Continuously update your **Home Inventory File** as you acquire new items.
-  Keep all **receipts** along with a description of the item.
-  Keep a detailed record of antiques, jewelry, major appliances and collector's items.



### Photo Tips

- Use a color, or video camera if possible. Take both wide angle and close up shots.
- Include a family member in some pictures to help verify ownership. Make sure videotapes, slides and pictures are **dated**.
- To demonstrate quantity of clothing, open closet doors. Take pictures of open drawers to show content.
- When taking pictures of a shiny or reflective surface, hold camera at a 45 degree angle.

# Tape Photos Here



## - Musical Instruments -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				

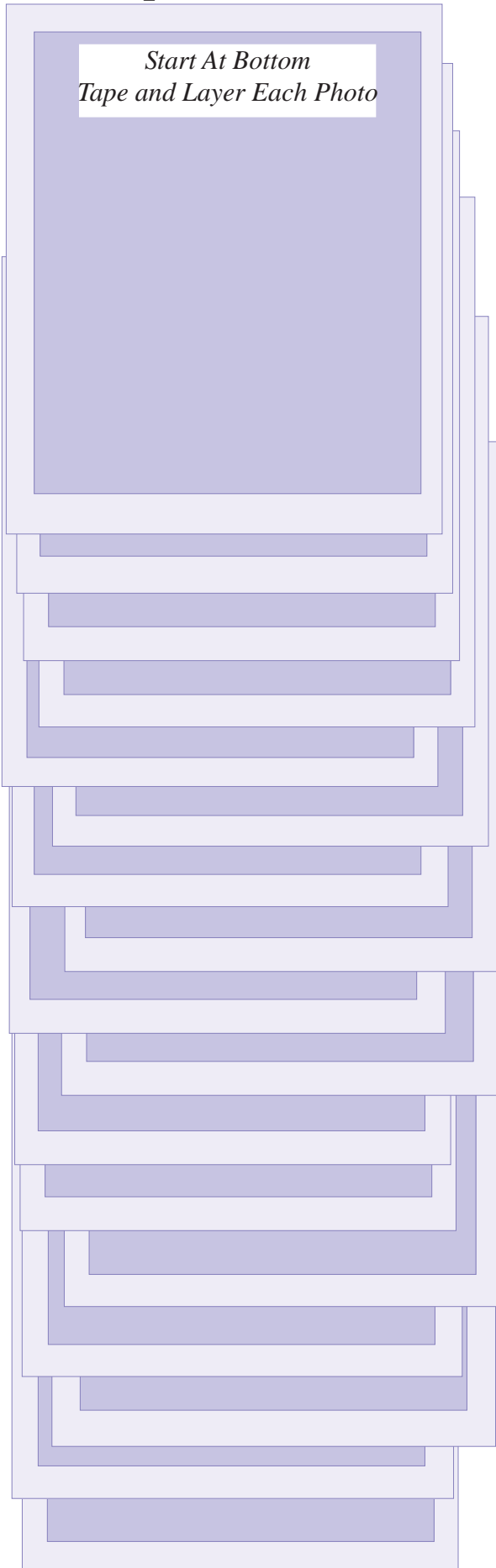
## - Silverware -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				

## - China and Glassware -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				

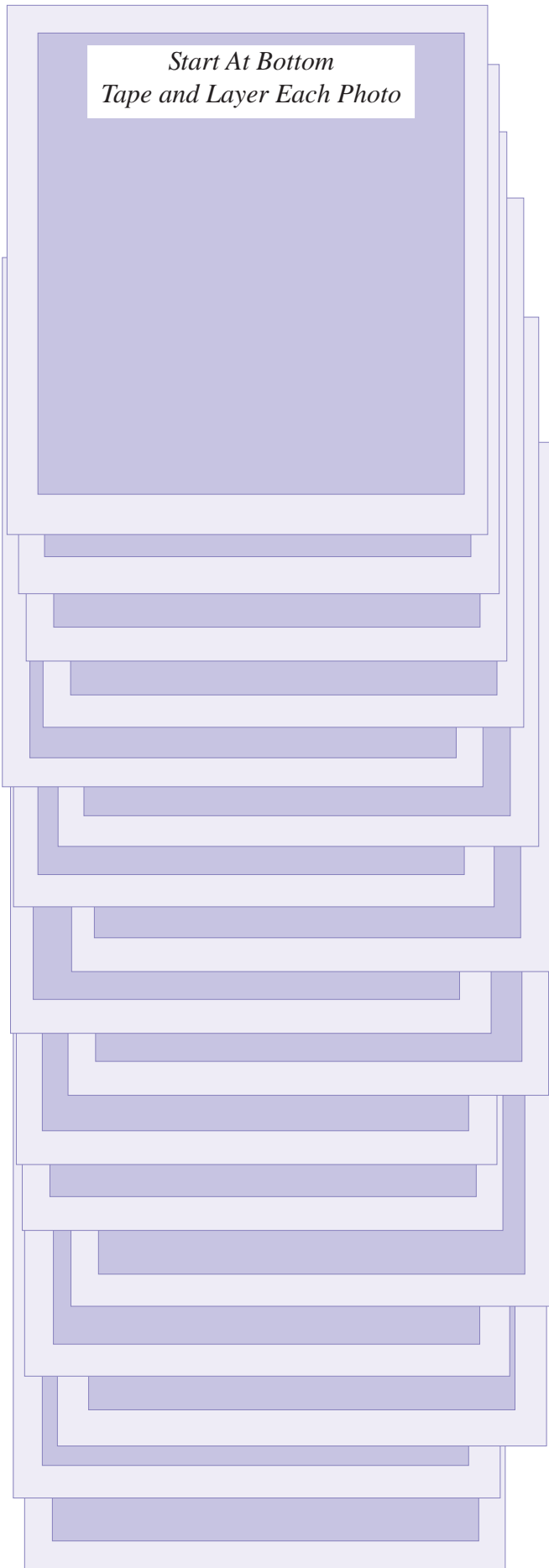
# Tape Photos Here



## - *Living Room* -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
		TOTAL		

# Tape Photos Here



*Start At Bottom  
Tape and Layer Each Photo*

## - Sports & Hobby Equipment -

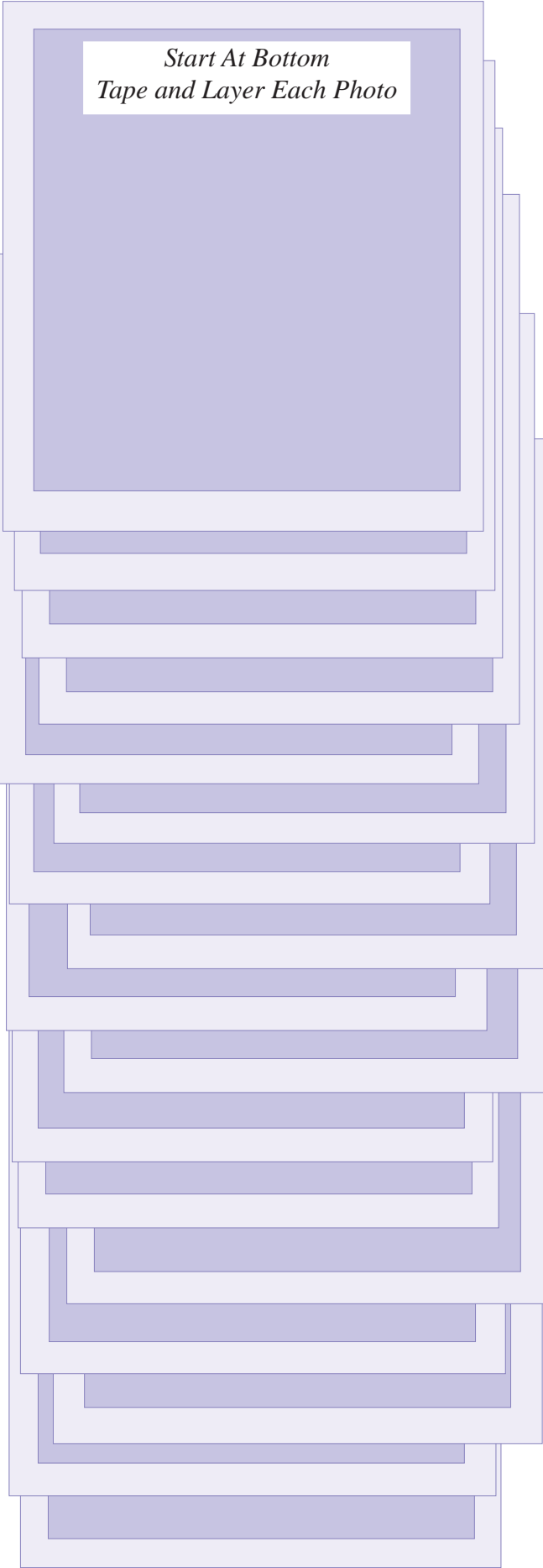
Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				

## - Office -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				



# Tape Photos Here



*- Kitchen -*

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				

# Tape Photos Here

*Start At Bottom  
Tape and Layer Each Photo*

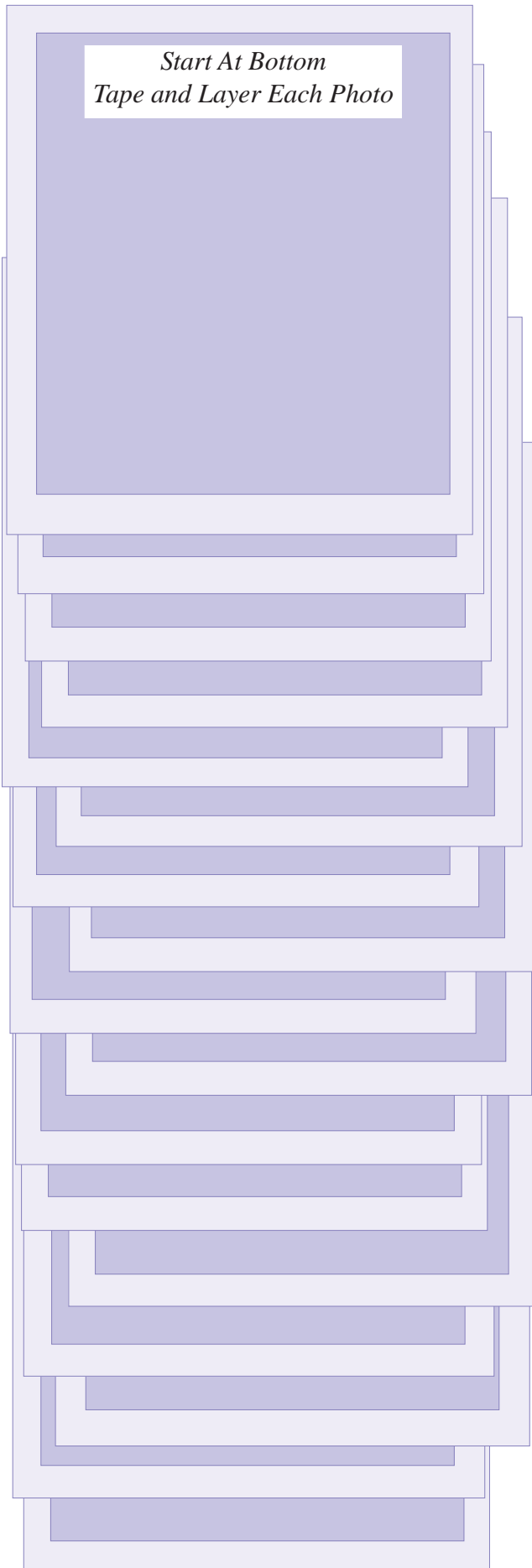


## - *Kitchen* (continued) -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				



# Tape Photos Here



## - Bedrooms 2,3, &4 -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				

## - Bathrooms -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				

# Tape Photos Here

*Start At Bottom  
Tape and Layer Each Photo*

## - Recreation / Family Room -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				

## - Library, Den or Study -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				

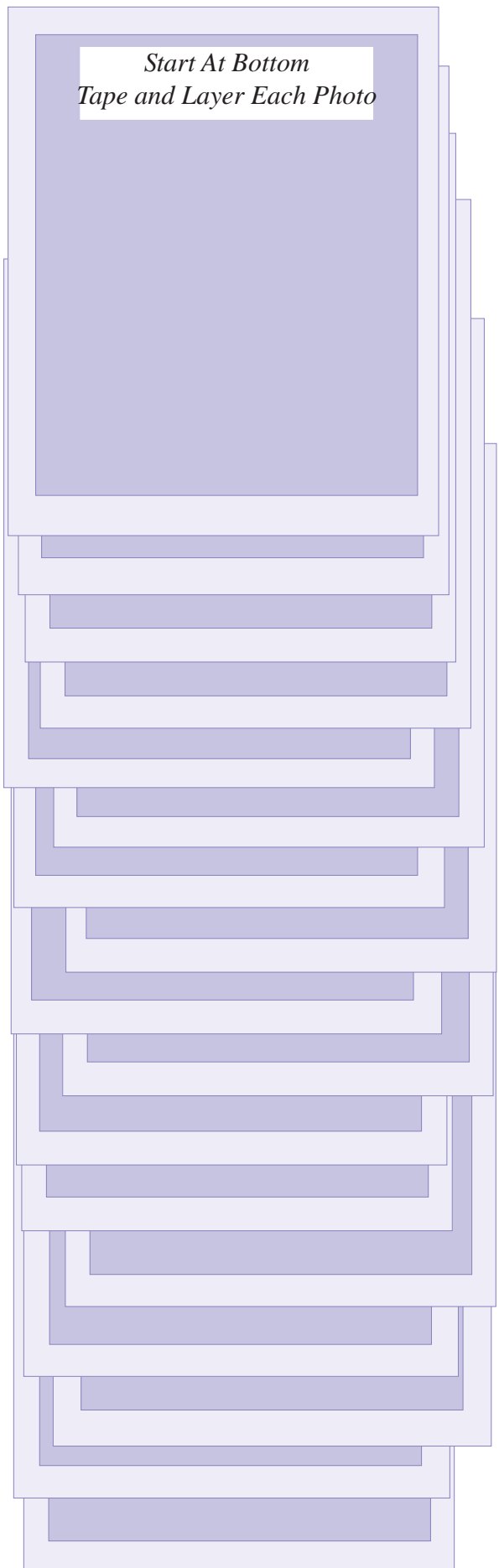
# Tape Photos Here

*Start At Bottom  
Tape and Layer Each Photo*

## - Master Bedroom -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
<b>TOTAL</b>				

# Tape Photos Here

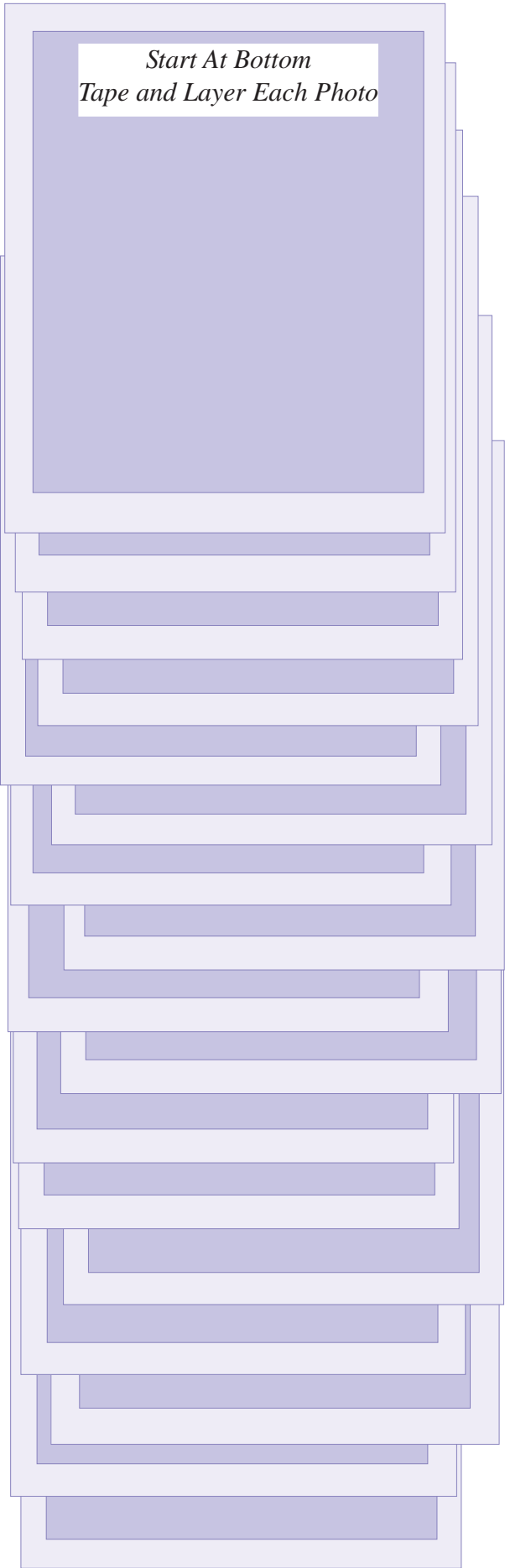


*- Attic, Garage, Basement -*

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
<b>TOTAL</b>				



# Tape Photos Here



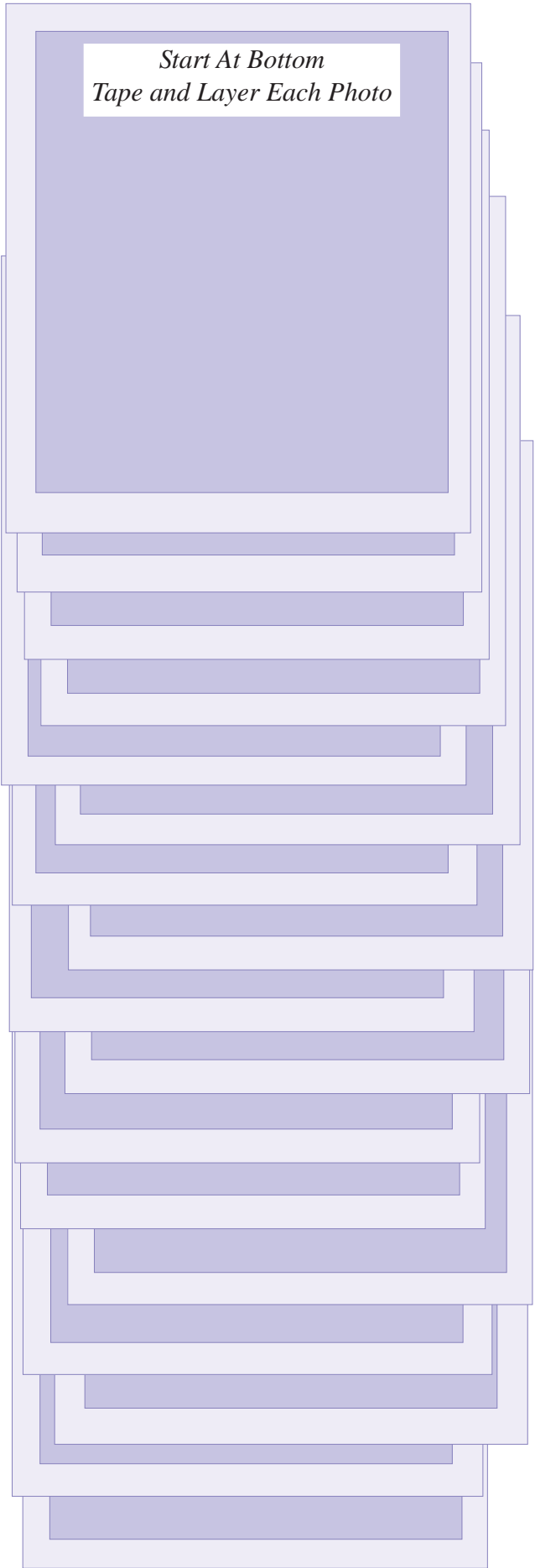
## - Personal Effects / Men -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				

## - Personal Effects / Women -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				

# Tape Photos Here



*Start At Bottom  
Tape and Layer Each Photo*

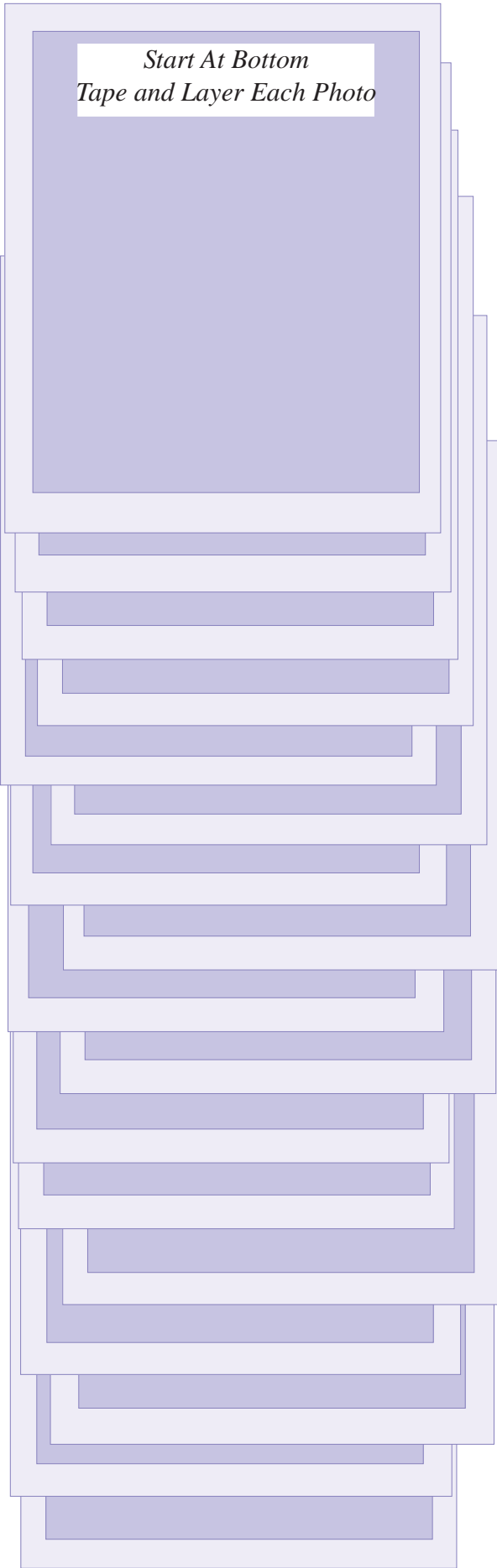
## - Personal Effects / Boys -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				

## - Personal Effects / Girls -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				

# Tape Photos Here



## - Jewelry -

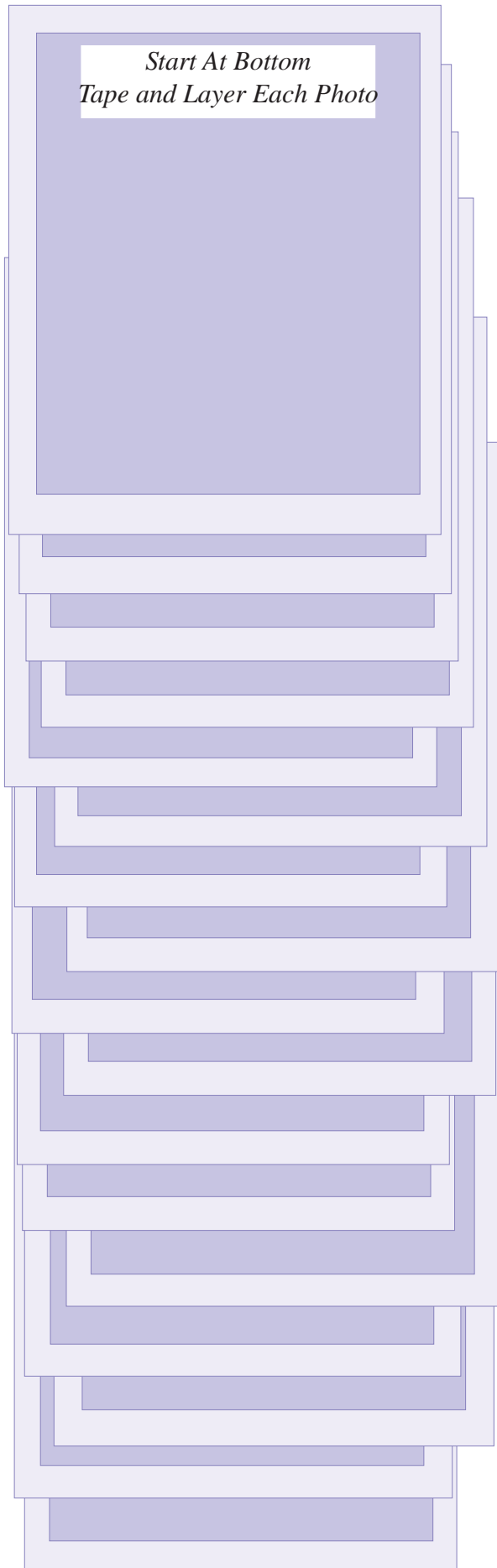
Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				

## - Furs -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				



# Tape Photos Here



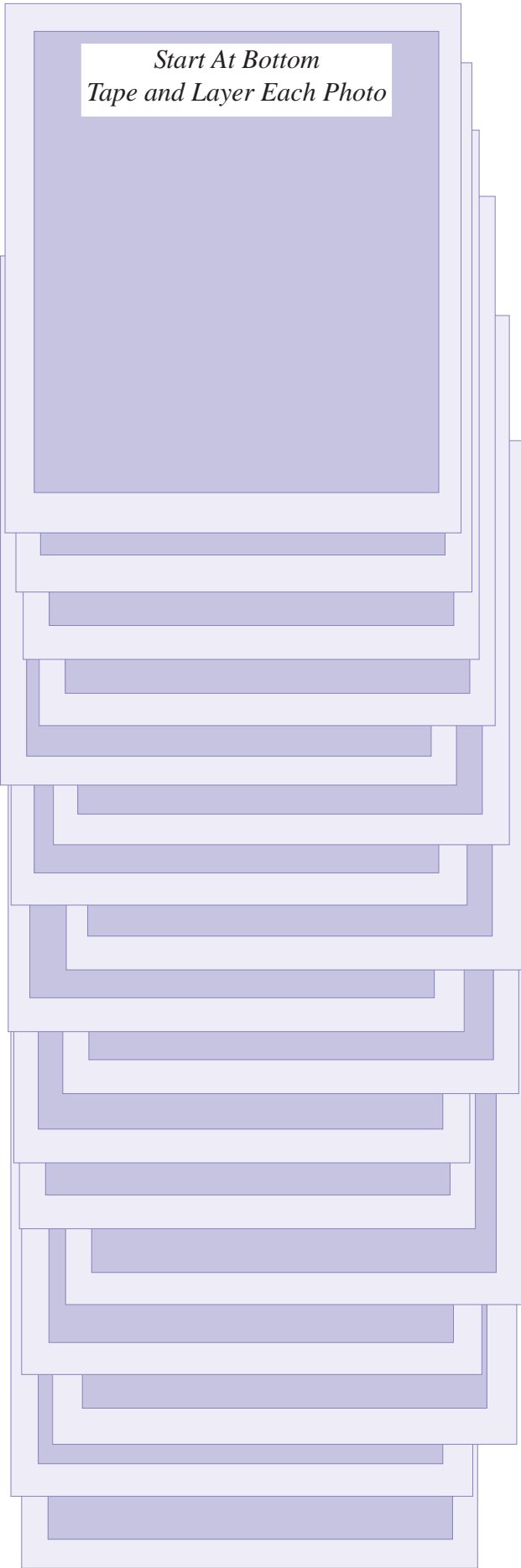
## - Fine Arts -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				

## - Additional Items -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				

# Tape Photos Here



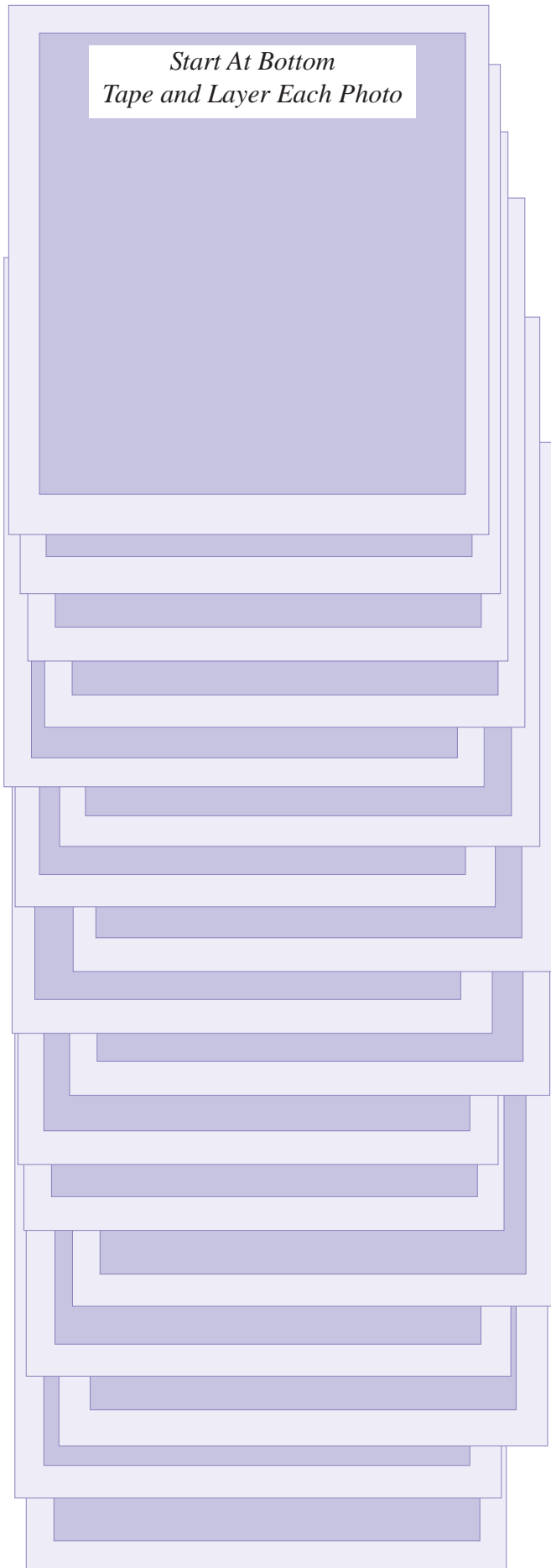
## - Additional Items -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				

## - Additional Items -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				

# Tape Photos Here



## - Additional Items -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				

## - Additional Items -

Number of Items	Items	Year Purchased	Total Original Cost	Estimate Present Value
TOTAL				