INVENTORY for Room: _____

Quantity	Item	Make / Model	Serial #	Purchase Cost	Purchase Year

PHOTOGRAPH:

Supplement this inventory sheet with photographs of your residence. Take overview photographs of each room (wall by wall, floor to ceiling) before taking close-ups of valuables. Photograph serial numbers and valuable items without serial numbers (i.e. art, antiques, china, silver, and furs). Remember closets, shelves, the garage and vehicles. Store photographs and inventory sheet, along with receipts of major purchases, in a secure place (safe-deposit box). Review and update inventory annually. **Documentation is the key to success.**

INSURANCE:

Company: _____

Policy Number: _____

Agent: _____

Telephone: _____