

107 W. Franklin Street • Winchester, IN 47394

Home Inventory Worksheet

Matchett & Ward Insurance is providing this Home Inventory Worksheet as a supplement to your Home-owners Insurance policy. An important part of protecting your personal property is knowing what you have. This worksheet will assist you in documenting your property.

We also suggest you take photographs to accompany this worksheet. They give details that written descriptions cannot. Photographs also document the quality, appearance, and size of items you own. Here are some additional tips:

- Open closet doors
- Check under beds
- Open bureau drawers
- Open kitchen and bathroom cabinets and drawers

After the photos are taken, be sure to store a copy of the pictures in a safe place, away from your home.

Let us know if there is anything we can do to assist you with this important process.

Matchett & Ward Insurance

764-584-1261

www.matchettandward.com

Living room

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from
Sofa						
Chair						
Lamps						
Rugs						
Tables						
Curtains						
Draperies						
Mirrors						
Clocks						
Radios						
Piano / Organ						
Stereo						
Pictures / wall hangings						
Desk						
Fireplace						
Equipment						
Bookcase						
Television						
Video games						
Tapes						
CDs						
DVD player						
DVDs						
Air conditioner						
Cabinet contents						
Books						

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from
Camcorder						
Plants						
Other						

Dining Room

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from
Buffet						
Chair						
Lamp						
Rug						
Table						
Curtains						
Draperies						
Mirror						
Clock						
China	see additional pages					
Crystal	see additional pages					
Linens						
Silver	see additional pages					
Flatware	see additional pages					
Pictures / wall hangings						
China cabinet						
Cabinet contents						
Other						

China / Crystal / Silver / Flatware

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from

Bedroom 1

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from
Headboard						
Mattress						
Box Spring						
Chairs						
Dressers						
Rugs						
Tables						
Curtains						
Drapes						
Mirrors						
Clocks						
Radios						
Linens						
Desk						
Nightstands						
Lamps						
Pictures/wall hangings						
Television						
VCR						
DVD Player						
Bric-a-brac						

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from
Other						

Bedroom 2

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from
Headboard						
Mattress						
Box Spring						
Chairs						
Dressers						
Rugs						
Tables						
Curtains						
Drapes						
Mirrors						
Clocks						
Radios						
Linens						
Desk						
Nightstands						
Lamps						
Pictures/wall hangings						
Television						
VCR						
DVD Player						
Bric-a-brac						

Bedroom 3

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from
Headboard						
Mattress						
Box Spring						
Chairs						
Dressers						
Rugs						
Tables						
Curtains						
Drapes						
Mirrors						
Clocks						
Radios						
Linens						
Desk						
Nightstands						
Lamps						
Pictures/wall hangings						
Television						
VCR						
DVD Player						
Bric-a-brac						

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from
Other						

Clothing / Shoes

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from

Kitchen

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from
Stove						
Refrigerator						
Dishwasher						
Table						
Chairs						
Cabinets						
Utensils	See additional pages					
Cutlery	See additional pages					
Dishes	See additional pages					
Glassware	See additional pages					
Microwave						
Rotisserie						
Food processor						
Mixer						
Blender						
Radio						
Clock						
Television						
Pots and pans	See additional pages					
Baking pans/dishes	See additional pages					
Bowls	See additional pages					
Other appliances						
Lighting						

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from
Pictures/wall hangings						
Other						

Utensils / Cutlery / Dishes / Glassware

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from

Pots and Pans / Baking Pans and Dishes / Bowls

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from

Family Room

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from
Sofas						
Ottoman						
Chairs						
Lamps						
Rugs						
Tables						
Curtains						
Draperies						
Mirrors						
Clocks						
Radios						
Piano/organ						
Stereo						
Pictures/wall hangings						
Desk						
Fireplace equipment						
Bookcase						
Television						
Video games						
Tapes						
Compact disks						
VCR						
DVD player						
DVDs						

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from
Air conditioner						
Cabinet contents						
Books						
Camcorder						
Plants						
Other						

Home Office

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from
Desk						
Chair						
Couch						
Computer						
Printer						
Scanner						
Fax machine						
Cordless phone						
Tape recorder						
Bookcase						
Books						
Curtains						
Lamps						
Radio						
Rug						
Fireplace equipment						
Other						

Bathroom 1

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from
Clothes hamper						
Curtains						
Electrical appliances						
Scale						
Shower curtain						
Pictures/wall hangings						
Toilet articles						
Linens						
Other						

Bathroom 2

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from
Clothes hamper						
Curtains						
Electrical appliances						
Scale						
Shower curtain						
Pictures/wall hangings						
Toilet articles						
Linens						
Other						

Garage / Basement

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from
Luggage/trunks						
Sports equipment						
Boats						
Trailers						
Heater						
Dehumidifier						
Ornamental lawn items						
Lawn mower						
Shovels						
Spreaders						
Sprinklers/hoses						
Snow blower						
Garden tools/supplies						
Ladders/step stools						
Work bench						
Carpentry tools						
Holiday decorations						
Pet supplies						
Other						

Porch / Patio

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from
Chairs						
Tables						
Umbrella						
Floor covering						
Grill						
Planters						
Other						

Closets

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from
Chairs						
Tables						
Umbrella						
Floor covering						
Grill						
Planters						
Other						

Miscellaneous items

Item	# of items	Article / model #	Description	Date purchased	Price	Purchased from

Notes