

Insurance Inventory checklist

- Fill in this checklist and keep it up to date to make sure you're ready to make a claim with your insurance agency in the event of a disaster.
- Make sure to include items both big (for example, furniture) and small (for example, jewellery).
- The more detail you can provide for each item, and the more supporting documentation you have (for example, photographs and receipts), the easier it will be to make a claim if the item is destroyed or damaged.
- Receipts are the best way to show proof of ownership, but if you can't find the receipt then you could use other documents like instruction manuals, photographs, valuations, bank statements, or statements from third parties.
- In addition to maintaining this checklist, make sure you speak with your insurer to check you have the right level of coverage for your home and belongings, and make electronic copies of documents like your Will, your rental agreement, your prescriptions, and other important paperwork.

Example table

Example item	Make/Model	Date of purchase	Purchased from	Cost	Notes
<i>Fridge (example)</i>	<i>Hisense 205L (example)</i>	<i>24/01/2021 (example)</i>	<i>Harvey Norman (example)</i>	<i>\$549 (example)</i>	<i>Information here could include a link to a picture, a link to the receipt, notes on the condition of item, or other relevant information.</i>
<i>Dining room table (example)</i>	<i>Unknown (example)</i>	<i>2011 (example)</i>	<i>Private seller (example)</i>	<i>\$200 (example)</i>	<i>Bought second-hand from friend. Wooden, rectangular table, 70cm x 133cm. Some scratches on surface.</i>
<i>Leather jacket (example)</i>	<i>Milani Biker Jacket (example)</i>	<i>25/04/17 (example)</i>	<i>The Iconic (example)</i>	<i>\$99 (example)</i>	<i>Good condition. Rarely worn. Picture attached.</i>
<i>Vacuum cleaner (example)</i>	<i>Hoover Tornado (example)</i>	<i>2018 (example)</i>	<i>Unknown (example)</i>	<i>Unknown (example)</i>	<i>Cannot recall purchase or find receipt. The current retail price is \$149.</i>

Kitchen

Kitchen item	Make/Model	Date of purchase	Purchased from	Cost	Notes
Fridge					
Freezer					
Dishwasher					
Microwave					
Toaster					
Kettle					
Glasses					
Mugs					

Kitchen item	Make/Model	Date of purchase	Purchased from	Cost	Notes
Cookware					
Cutlery					
Knives					

Living Room

Living Room item	Make/Model	Date of purchase	Purchased from	Cost	Notes
TV					
TV table					
Speaker set					
DVD Player					
Couch(es)					
Chair(s)					
Cushions					
Table(s)					

Living Room item	Make/Model	Date of purchase	Purchased from	Cost	Notes
Bookshelf					
Lamp(s)					

Dining Room

Dining Room item	Make/Model	Date of purchase	Purchased from	Cost	Notes
Dining room table					
Dining room chair(s)					
Cabinet					

Office

Office item	Make/Model	Date of purchase	Purchased from	Cost	Notes
Desk					
Computer					
Monitor					
Computer speakers					
Keyboard					
Mouse					
Office chair					
Office bookshelf					

Office item	Make/Model	Date of purchase	Purchased from	Cost	Notes
Modem					
Printer					
Desk lamp					

Bedroom

Bedroom item	Make/Model	Date of purchase	Purchased from	Cost	Notes
Bed					
Bedside table(s)					
Cabinet/wardrobe/drawers					
Clock radio					

Bedroom item	Make/Model	Date of purchase	Purchased from	Cost	Notes

Clothing

Clothing item	Make/Model	Date of purchase	Purchased from	Cost	Notes

Clothing item	Make/Model	Date of purchase	Purchased from	Cost	Notes

Jewellery

Jewellery item	Make/Model	Date of purchase	Purchased from	Cost	Notes
Wedding ring					
Necklace					
Earrings					

Jewellery item	Make/Model	Date of purchase	Purchased from	Cost	Notes

Laundry

Laundry item	Make/Model	Date of purchase	Purchased from	Cost	Notes
Vacuum cleaner					
Washing machine					
Tumble-drier					
Laundry cabinet					

Laundry item	Make/Model	Date of purchase	Purchased from	Cost	Notes

Garage

Garage item	Make/Model	Date of purchase	Purchased from	Cost	Notes
Lawnmower					
Electric screwdriver					

Garage item	Make/Model	Date of purchase	Purchased from	Cost	Notes
Whipper-snipper					
Hammer					
Screwdriver set					