



T 419-732-3111  
F 417-734-9476  
W [www.bolteinsurance.com](http://www.bolteinsurance.com)

134 E Second Street • Port Clinton, OH 43452

---

## Home Inventory Worksheet

Bolte Insurance is providing this Home Inventory Worksheet as a supplement to your Homeowners 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.

### **Bolte Insurance**

419-732-3111

[www.bolteinsurance.com](http://www.bolteinsurance.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						



## 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						



## 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						



## 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						





## 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						









## 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						

















## Notes