

Home Inventory



If your home was burglarized, could you recreate from memory a detailed list of all your stolen property, including serial numbers and other identifying marks? Probably not, which is why preparing a comprehensive home inventory is well worth the effort. Property crime detectives need this information to investigate the crime, and insurance companies need it to expedite your claim. It will also be invaluable in case of fire or natural disaster.

Paper and pencil will work just fine, or you can use a computer spreadsheet or word processing program. There is also specialized inventory software available. If you prefer, hire a home inventory professional to do the work for you. No matter which method you choose, photograph and document all your property.

**For emergencies,
call 9-1-1**

Photograph



Photo document your personal property with pictures and/or videotape. Digital photography allows quick picture taking and easy storage. Start with overview photographs of a room (wall by wall, ceiling to floor) before taking close-ups of specific property. Take pictures

showing brand names and type before photographing the serial number. Items such as jewelry, art, and collectibles should be photographed with a tape measure to provide scale. Remember to document each room, all closets, shelves, the garage, and vehicles.

Document



Document your personal belongings on paper or with a computer. Include the quantity of items, item name/description, make and/or model, serial number, purchase cost, and purchase year.

After documenting property, store photographs and inventory sheet, along with receipts of major purchases, in a secure location off-site, such as a safe deposit box. Review and update your inventory annually.

Operation ID



Operation Identification is a nationally-recognized burglary prevention program that helps property crime detectives identify and return stolen property to its rightful owner. The Operation ID program involves marking or engraving property with an identifying number. Do not use your Social Security number! Display an Operation ID sticker near perimeter doors and windows to let potential burglars know your property is documented.

Remember this . . .

- Mark, photograph and inventory your property.
- Store a copy in a safe location, such as a safe deposit box.
- Review and update your inventory at least once a year.



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