

# Personal Property Inventory

**MetLife®**



## Why a Personal Property Inventory?

If your home were destroyed, or a theft occurred, could you compile a complete list of your personal property from memory? Most people couldn't, but that's something you'd be asked to do at the time you filed a claim.

This booklet is designed to assist you in listing your personal assets and calculating their approximate replacement value.

We know that putting a dollar value on possessions you've accumulated over many years is difficult and that only you can decide the extent of your insurance needs. However, if the unthinkable happened, would you have enough coverage for everything?

Your Personal Property Inventory serves two important functions:

- as a valuable record of your possessions.
- as a way for you to judge the adequacy of your present coverage.

After you complete the inventory, you may find that you have property that requires a professional appraisal to determine the appropriate value. Appraisals are especially useful for expensive or unique items such as furs, jewelry, art, and silver. The appraisal can also serve as a record of the description of your property.

Once the appraisal has been completed, you should then determine whether your insurance coverage is adequate or if you need to increase or add coverage for certain items. The appraisal is also useful as a means to verify replacement value in the event you need to place a claim.

Once completed, the appraisal and Personal Property Inventory should be stored somewhere safe, preferably away from your home. Then if the worst happened, they would be available at the time you reported a loss.

Please take the time to fill out this helpful record of the valuables you've collected along the way. If you have any questions or need to make changes to your coverages, contact your MetLife Auto & Home representative. For information about our family of MetLife products and services, visit us at [www.metlife.com](http://www.metlife.com).

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# Living Room

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Qty.	Article	Year Purchased	Manufacturer & Model	Cost
	bric-a-brac			
	CD's & tapes			
	chairs			
	clocks			
	coffee tables			
	curtains & drapes			
	desks			
	fireplace fixtures			

# Living Room

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Qty.	Article	Year Purchased	Manufacturer & Model	Cost
	lamps			
	mirrors			
	pictures			
	rugs & pads			
	sofas			
	stereo equip.			
	telephone			
	television			
	VCR/DVD			
	videotapes			
				<b>TOTAL</b>

# Kitchen

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Qty.	Article	Year Purchased	Manufacturer & Model	Cost
	blender			
	bric-a-brac			
	chairs			
	coffee maker			
	curtains/drapes			
	dishes			
	dishwasher (portable)			
	food processor			
	food/supplies			
	glassware			
	microwave oven			
	mixer			
	other appliances			
	pictures			

# Kitchen

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<u>Qty.</u>	<u>Article</u>	<u>Year</u> <u>Purchased</u>	<u>Manufacturer</u> <u>&amp; Model</u>	<u>Cost</u>
	pots & pans			
	radio			
	refrigerator			
	silverware			
	stove (not built-in)			
	table			
	telephone			
	television			
	toaster			
	toaster oven			
	utensils			
	utility cart			
				<b>TOTAL</b>

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# Dining Room

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<u>Qty.</u>	<u>Article</u>	<u>Year</u> <u>Purchased</u>	<u>Manufacturer</u> <u>&amp; Model</u>	<u>Cost</u>
	bric-a-brac			
	buffet			
	chairs			
	china			
	china cabinet			
	curtains/drapes			
	elec. appliances			
	glassware			
	napkins			
	pictures			
	rugs & pads			
	serving tables			
	silverware			
	table			
	table cloths			
	table pads			
				<b>TOTAL</b>

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# Bedroom 1

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Qty.	Article	Year Purchased	Manufacturer & Model	Cost
	bedding			
	beds			
	bric-a-brac			
	chairs			
	chest of drawers			
	clocks			
	curtains/drapes			
	desks			
	dressers			
	dressing tables			
	lamps			
	mattresses			
	mirrors			
	night tables			
	pictures			
	radio			
	rugs & pads			
	telephone			
	television			
				<b>TOTAL</b>

## Bedroom 2

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<u>Qty.</u>	<u>Article</u>	<u>Year</u> <u>Purchased</u>	<u>Manufacturer</u> <u>&amp; Model</u>	<u>Cost</u>
	bedding			
	beds			
	bric-a-brac			
	chairs			
	chest of drawers			
	clocks			
	curtains/drapes			
	desks			
	dressers			
	dressing tables			
	lamps			
	mattresses			
	mirrors			
	night tables			
	pictures			
	radio			
	rugs & pads			
	telephone			
	television			
				<b>TOTAL</b>

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# Bedroom 3

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Qty.	Article	Year Purchased	Manufacturer & Model	Cost
	bedding			
	beds			
	bric-a-brac			
	chairs			
	chest of drawers			
	clocks			
	curtains/drapes			
	desks			
	dressers			
	dressing tables			
	lamps			
	mattresses			
	mirrors			
	night tables			
	pictures			
	radio			
	rugs & pads			
	telephone			
	television			

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**TOTAL**

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# Den or Study

Qty.	Article	Year Purchased	Manufacturer & Model	Cost
	books			
	bric-a-brac			
	chairs			
	clocks			
	computer			
	desks			
	lamps			
	pictures			
	printer			
	rugs & pads			
	scanner			
	sofa			
	stereo			
	tables			
	telephone			
	television			
	VCR/DVD			

**TOTAL**

## Family or Rec Room

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<u>Qty.</u>	<u>Article</u>	<u>Year Purchased</u>	<u>Manufacturer &amp; Model</u>	<u>Cost</u>
	bric-a-brac			
	CD's & tapes			
	chairs			
	clocks			
	computer			
	curtains/drapes			
	desks			
	fireplace fixtures			
	lamps			
	other electronics			
	pictures			
	printer			
	radio			
	rugs & pads			
	scanner			
	sofas			
	stereo			
	tables			
	telephone			

*continued*

# Family or Rec Room

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<u>Qty.</u>	<u>Article</u>	<u>Year</u> <u>Purchased</u>	<u>Manufacturer</u> <u>&amp; Model</u>	<u>Cost</u>
	television			
	VCR/DVD			
	video games			
	video tapes			
<b>TOTAL</b>				

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# Hallways/Entrance Ways

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Qty.	Article	Year Purchased	Manufacturer & Model	Cost
	bric-a-brac			
	chairs			
	curtains/drapes			
	lamps			
	mirrors			
	pictures			
	rugs & pads			
	tables			
<b>TOTAL</b>				





# Bathrooms

Qty.	Article	Year Purchased	Manufacturer & Model	Cost
	clothes hampers			
	elec. hair rollers			
	elec. razor			
	elec. toothbrush			
	furniture			
	hair dryer			
	heater			
	medicine cabinet contents			
	mirrors			
	rugs & pads			
	scales			
	shower curtain			
	toilet articles			
	towels & linens			
<b>TOTAL</b>				



# Personal Effects - Women

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Qty.	Article	Year Purchased	Manufacturer & Model	Cost
	blouses			
	coats & jackets			
	dresses			
	furs			
	gloves			
	handbags			
	hats			
	hosiery			
	jewelry			
	lingerie			
	nightclothes			
	rainwear			
	shoes			
	skirts			
	suits			
	umbrellas			
	watches			
	miscellaneous			

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**TOTAL**

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# Personal Effects - Men

Qty.	Article	Year Purchased	Manufacturer & Model	Cost
	belts			
	coats & jackets			
	gloves			
	hats			
	jewelry			
	neckties			
	rainwear			
	shirts			
	shoes			
	slacks			
	socks			
	suits			
	sweaters			
	umbrellas			
	underwear			
	watches			
	miscellaneous			
<b>TOTAL</b>				







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