

Room / Location: _____

(e.g., Living Room, Kitchen, Garage, Storage Unit)

Item description	Brand / Model	Serial #	Purchase date	Estimated value	Photo? (Y/N)	Receipt saved? (Y/N)

High-value items

(e.g., jewelry, artwork, collectibles, antiques, high-end electronics)

Item description	Appraisal or schedule required? (Y/N)	Appraised value	Location/storage

Storage & off-site items

(e.g., garage, attic, shed, off-site storage)

Location	Key items stored	Photo? (Y/N)	Notes

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Notes on warranties / manuals / receipts

- Location of physical receipts / manuals: _____
- Digital copies saved at (cloud folder / email): _____
- Appraisals / certificates stored at: _____

Proof of ownership checklist (for each listed item, where possible)

- Photo showing item and identifying details (closeups of serial number or unique marks)
- Copy of receipt, bank record, or credit card transaction
- Serial, model, or registration number recorded
- Appraisal or valuation document (for high-value items)

Quick tips for using this template

- Take 1–3 clear photos per item: wide shot of the room, close-up of the item, and a close-up of serial numbers or tags.
- Save digital copies in at least two places (e.g., cloud storage + emailed copy).
- Keep receipts and appraisals with your inventory and note when you replace or dispose of items.
- Update this checklist after major purchases, renovations, or at least once a year.