

Your Mission, Should You Choose To Accept It...

...is to create a list of all of the objects of value in your home. By the end of this How-To Sheet, you'll have a list of everything you would need to replace anything in your home that's expensive, insured, under warranty or simply of value to you. So right click the link and download a copy of our [Home Inventory List](#), so we can get started. Or if you have a copy of our book [Get Your Stuff Together](#), you'll find your Home Inventory List in the back of the book.

You'll Need Your Camera & A Pencil

1

Go get your digital camera, a video camera if you have one, your Home Inventory List and a pencil. Once you're ready, begin walking through each room of your home, starting with your living room, usually home to the most expensive electronic equipment.

Document All The Info You Can Find

2

Write down the name of each valued item, along with a short description, the manufacturer, serial number and any other information you know about it.

If you have a copy of your warranty information or original purchase receipts for any of the valued items, note that information as well on the Home Inventory List, then put the documents aside until Step 5.

Document The Current Condition

3

As you stop at each item, take a digital photo of it to show its current condition. If the item is damaged in a disaster, you'll have proof of the item's original condition to give to the claims adjuster. It will also remind you what the item looked like, if it ever needs to be replaced.

Spielberg Revisited

4

Once you're finished with the room, grab your video camera and do a quick video tour. Make sure to say which room it is and the current date.

First do a sweep of the room to show where everything is and the general condition of the room.

Then do a close-up of each of the valued items on your list. Show the front, back, sides and any model/serial numbers or identifying marks.

Paperwork, Paperwork

5

Gather all of the warranties, protection plans, certificates of insurance, provenance papers and receipts that you have for the items you listed, and put them together in the same location.

It doesn't matter whether it is a file folder or a section inside your safe. Just make sure that every time you purchase a new item, that you put all of the paperwork that comes with it, in that same location.

Now For Safekeeping...

6

Print, scan or make three copies of the Home Inventory List, the walking tour photos, the video and the warranties, receipts and other documents that you located earlier and store them in at least **three** secure, damage-proof locations. That way if one or two of the locations are inaccessible, you'll still be able to grab the information you need and get it to your insurance agent. In fact, ask your agent if you can also leave a copy with him/her for safekeeping.

What's Next?

Well now that you're done Making Your Own Home Inventory List, here are More Amazing Things You Can Do In 5 Minutes Or Less

[Create Your Family's Evacuation Plan](#)

[Download and Back Up Your Digital Photos](#)

[Keep Your Medical History At Your Fingertips](#)

[Save Your Albums & Cassettes As MP3s](#)

[Earthquake Proof Your Bedroom](#)

[Fill Out Your Kid's Emergency Contact Card](#)

And don't forget to share this how to sheet with your family and friends!

For more Tips and How To Sheets like this one, visit [The Backup Plan Blog](#), or check out our books at [GetYourStuff Together.com](#)

*That Backup Plan of yours is coming along nicely.
Here are a few other resources you're gonna love...*

*Laura & Jan Greenwald
Authors/Creators of Get Your Stuff Together*



Our newest program [The Backup Plan 3.0](#)! Quick and easy steps you can take **right now**, to keep everything that's important to you, safe, sound and accessible. Each section covers a different area, from family photos, vital documents and music, to videos, computer files, family history and recipes. Just download the free Grab It & Go Forms and Action Plans (included), complete them and save them to your computer or use the ones right inside the book and you'll be ready to deal with emergencies small (a broken arm) or large (Superstorm Sandy). [Pick up your Paperback copy today at Amazon.com for \\$29.99](#) [Or the new Downloadable PDF Edition for \\$8.00.](#) [Read more about it](#)