



Personal Property INVENTORY

State Auto Insurance Companies

Name _____

Address: _____

City: _____

State: _____ Zip: _____

Agent: _____

Agent phone: _____

Date Inventory first completed: _____

Date(s) of Inventory Updates: _____

After you've completed the booklet, please place it, with photos, receipts, warranty certificates and so forth, in the Personal Property Inventory envelope.

Please put it in a safe place away from your home -- such as a safe deposit box.

Each year, renters and homeowners suffer losses from fires, thefts and other unforeseen misfortunes. By purchasing insurance, you have bought financial protection against such losses.

But when it comes to coverage for your personal possessions, you'll need more than your memory to make certain you receive the full benefits due you should you have a claim. If fire struck your home today, could you list everything that was lost or damaged? For most of us, it would be difficult.

That's why the State Auto Insurance Companies have developed this Personal Property Inventory. It provides an easy, organized way to record information about your possessions. Filling it out will give you peace of mind. And, if you should suffer a loss, the Inventory will help you get your claim settled quickly.

How to use this booklet

Complete this booklet on a room-by-room basis. Take photographs or a video of each room (including closets) from different angles. Be sure to photograph or do video close-ups of particularly valuable possessions. Date your photos and keep them with this booklet. Saving receipts, warranty certificates and repair invoices also can help substantiate your loss. Please put these items, plus photos, in enclosed Personal Property Inventory envelope, with this booklet.

Important

Please list and describe all of your electronic equipment (including personal computers -- PCs -- television sets, compact disk players, etc.) on p. 14-15. Please be as specific as possible in these descriptions; i.e., for a PC, list memory capacity, hard drive capacity, special features, brand names and so forth. For a television, list screen size, specify black-and-white or color, indicate if cable-ready, and so forth. Photographs of these items also should be included.

Once completed, keep your Personal Property Inventory envelope, with other valuable papers inside (including receipts, warranty certificates and the like) in a safe place outside your home, such as safe deposit box. Remember to update your Inventory regularly. If you are concerned about adequate amounts of insurance for certain valuables, ask your agent how you can best protect them.

Notice

This booklet is for your personal use to help you keep an inventory of what you own. In the event of a claim, additional documentation and information will be required. Read your State Auto insurance policy for details about what is required to substantiate a claim.

Living Room

ITEM	NO. OF ITEMS	PURCHASE DATE	PURCHASE PRICE*	REPLACE- MENT COST
Book case				
Books				
Carpets/Rugs				
Chairs				
Clock				
Desk				
Floor Lamps				
Mirrors				
Musical Instruments				
Piano				
Pictures				
Photographs				
Artwork				
Sofa				
Stereo System				
Tables				
Table Lamp(s)				

Kitchen/Utility Areas

ITEM	NO. OF ITEMS	PURCHASE DATE	PURCHASE PRICE*	REPLACE- MENT COST
Brooms, Mops, etc.				
Cabinet/Pantry				
Chairs				
Clock				
Dishes: everyday				
Dishwasher				
Electric Appliances				
Glassware, crystal				
Household tools				
Iron/ Ironing Board				
Refrigerator				
Rugs				
Stove				
Table				
Utensils				

* Fill-in if you have purchased item recently and have information available.

Kitchen/Utility Areas (continued)

ITEM	NO. OF ITEMS	PURCHASE DATE	PURCHASE PRICE*	REPLACE- MENT COST
Vacuum Cleaner				
Washing machine/ dryer				
Window coverings				
Other:				
FOOD:				
Frozen				
Canned				
Refrigerated				
Dry Goods/ Bulk Items				
Other:				
TOTAL \$ _____				

Clothing

ITEM	NO. OF ITEMS	PURCHASE DATE	PURCHASE PRICE*	REPLACE- MENT COST
Boys':				
Dress shirts				
Casual shirts				
Dress slacks				
Casual slacks/ jeans/shorts				
Suits				
Dress shoes				
Casual shoes				
Coats/jackets				
Hats				
Underwear (including socks)				
Other:				
Girls':				
Dresses				
Dress blouses				
Casual blouses/ shirts				

* Fill-in if you have purchased item recently and have information available.

Clothing (continued)

ITEM	NO. OF ITEMS	PURCHASE DATE	PURCHASE PRICE*	REPLACE- MENT COST
Girls' (continued):				
Dress slacks				
Casual Slacks				
Jeans/ Shorts				
Dress shoes				
Casual shoes				
Coats/jackets				
Suits				
Hats				
Underwear (including socks)				
Other:				
Mens':				
Dress shirts				
Casual shirts				
Dress slacks				
Casual slacks/ jeans/shorts				
Suits				
Dress shoes				
Casual shoes				

Clothing (continued)

ITEM	NO. OF ITEMS	PURCHASE DATE	PURCHASE PRICE*	REPLACE- MENT COST
Mens' (continued):				
Coats/jackets				
Hats				
Underwear (including socks)				
Other:				
Womens':				
Dresses				
Dress blouses				
Casual blouses/shirts				
Dress slacks				
Casual slacks/ jeans/shorts				
Suits				
Dress shoes				
Casual shoes				
Coats/jackets				
Hats				

* Fill-in if you have purchased item recently and have information available.

Clothing (continued)

ITEM	NO. OF ITEMS	PURCHASE DATE	PURCHASE PRICE*	REPLACE- MENT COST
Womens' (continued):				
Underwear (including socks)				
Other:				
TOTAL \$ _____				

Hallways or Other Small Rooms

ITEM	NO. OF ITEMS	PURCHASE DATE	PURCHASE PRICE*	REPLACE- MENT COST
Chairs				
Coat rack/ hat rack or similar				
Ornamental objects				
Pictures				
Rugs, floor coverings				
Tables				
Telephone stand or similar				
Other:				
TOTAL \$ _____				

Dining Room

ITEM	NO. OF ITEMS	PURCHASE DATE	PURCHASE PRICE*	REPLACE- MENT COST
Buffet				
Chairs				
China Cabinet				
Chinaware				
Electric appliances				
Lamps				
Linens				
Mirrors				
Pictures				
Silverware				
Tables				
Window Coverings				
Other:				
TOTAL \$ _____				

* Fill-in if you have purchased item recently and have information available.

Bedrooms

ITEM	NO. OF ITEMS	PURCHASE DATE	PURCHASE PRICE*	REPLACE- MENT COST
Bedroom Sets <small>(Bed or other furniture)</small>				
Bedding and Pillows				
Carpets and rugs				
Chairs				
Desks				
Mattresses/ box springs				
Mirrors				
Pictures				
Window coverings				
Other:				
TOTAL \$ _____				

Miscellaneous

ITEM	NO. OF ITEMS	PURCHASE DATE	PURCHASE PRICE*	REPLACE- MENT COST
Basement tools/ equipment				
Cameras and Equipment				
Fishing equipment				
Garden tools				
Guns				
Jewelry				
Luggage				
Motors				
Pet supplies				

* Fill-in if you have purchased item recently and have information available.

Miscellaneous (continued)

ITEM	NO. OF ITEMS	PURCHASE DATE	PURCHASE PRICE*	REPLACE- MENT COST
Porch furniture				
Recreational vehicles				
Sporting goods				
Toys				
Other:				
TOTAL \$ _____				

Electronic Equipment

(PLEASE LIST HERE EVEN IF LISTED IN OTHER ROOMS)

ITEM/ BRAND	SERIAL MODEL NO.	PURCHASE PRICE/DATE	SPECIAL FEATURES (Other Product Information)
Compact disk player(s)			
Other Stereo equipment			

Electronic Equipment (continued)

(PLEASE LIST HERE EVEN IF LISTED IN OTHER ROOMS)

ITEM/ BRAND	SERIAL MODEL NO.	PURCHASE PRICE/DATE	SPECIAL FEATURES (Other Product Information)
Personal Computers:			
Software/Games			
Hard Drive			
Printers			
Television(s) (Indicate if big screen, etc.)			
DVD player(s)			
Video camcorder			
DVDs/CDs			
Other:			
TOTAL \$ _____			

Electronic Media

ITEM	NO. OF ITEMS	PURCHASE DATE	PURCHASE PRICE*	REPLACE- MENT COST
Cassettes				
Compact Disks				
DVDs				
Vinyl Records				
Game Software				
TOTAL \$ _____				

RECAP

BATHROOM(S)	
BEDROOM(S)	
CLOTHING	
DINING ROOM	
ELECTRONIC EQUIPMENT	
HALLWAYS OR OTHER SMALL ROOMS	
KITCHEN/UTILITY ROOMS	
LIVING ROOM	
MISCELLANEOUS	
GRAND TOTAL	\$ _____

Friends you can depend on...

With Same-Day Contact on any claims* you make!

No one wants their home or personal property damaged. But if and when you do have a claim on your homeowners policy, State Auto promises to make it as painless and worry-free as possible -- and to respond to you the same day we are notified of your claim.

That's right. We promise that one of our claim adjusters will contact you the same day your loss is reported to us. We are committed to prompt, reliable and courteous claim service from the minute we hear of your loss until your claim is settled.

(*Same-day claim contact does not apply in the event of a large-scale catastrophe affecting many people in the same general area, such as a hurricane.)

