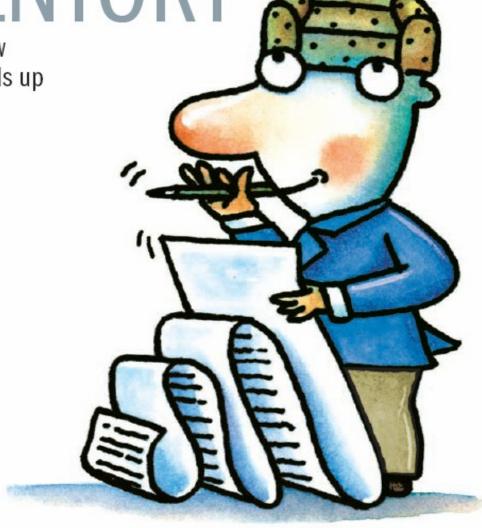




It's amazing how much stuff builds up over time!







DO YOU KNOW HOW MUCH YOUR POSSESSIONS ARE WORTH?

To avoid problems later on, use this form to make an inventory of your possessions. Once completed, contact your insurance broker or agent to obtain adequate coverage. When you purchase home or damage insurance, it is essential to be able to prove the value of your assets.

Store a copy of your inventory form in a safe place outside of your home. It is highly recommended that you include bills, photographs or a video of your assets. Receipts, warranties and instruction manuals also serve as proof in case of an insurance claim.

Once completed, this inventory form serves as a reminder in case you need to make a claim. Don't hesitate to include any other documents that you consider relevant.

PERSONAL INFORMATION Name: First name: Address: City: Province: Postal code: Phone: Phone (work): E-Mail:

Name of your insurance company: Name of broker or agent: Policy number: Broker's or agent's phone: Broker's or agent's e-mail:

NOTE: Any modification for the purpose of reproducing this document is prohibited without having obtained, in advance, the authorisation of the Insurance Office of Canada and the Chambre de l'assurance de dommages.



LIVING ROOM				Sub-total Section 1 - \$
JMBER OF ITEMS DESCRIP	TION	PURCHASE PRIC	E (approximate) Total value	SERIAL NUMBER MODEL
Furnishings				
Aquarium			- \$	
Bookshelves			- \$	
Cabinets			- \$	
Chairs			- \$	
Couches			- \$	
Shelves			- \$	
Sofas			- \$	
Tables			- \$	
Electronic equipment			- ф	
Camcorder			- \$	
Camera			- \$	
Home theatre system	<u> </u>		- \$	
Radio			- \$	
Stereo system			- \$	
Telephone			- \$	
Television			- \$	
VCR, DVD player			- \$	
Video games			- \$	
Accessories	.			
Antenna / satellite dis	<u>sh</u>		- \$	
Audio-cassettes			- \$	
Books			- \$	
CDs, records	and to the dis-		- \$	
Curtains, draperies a	na biinas		- \$	
DVDs			- \$	
Lamps			- \$	
Mirrors Musical instruments			- \$	
			- \$	
Paintings Plants			- \$	
Plants			- \$	
Videocassettes			- 3	
Other				
			<u>- \$</u>	
			- 3	
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DIN	ING ROOM		Sub-total Section 2 - \$
NUMBER OF	DESCRIPTION	PURCHASE PRICE (approximate)	SERIAL NUMBER
ITEMS		Value per unit Total value	MODEL
	Furnishings		
	Cabinets	\$	
	China cabinet and contents		
	Dining room furniture	\$	
	Shelves		
	Accessories		
	Carpets and rugs	- \$	
	Chinaware	- \$	
	Crystal		
	Curtains, draperies and blinds		
	Cutlery, silverware		
	Lighting fixtures		
	Mirrors		
	Paintings and prints	- \$	
	Other		
		- \$	
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	SUB-TOTAL 2	- \$	
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KITC	CHEN			Sub-total Section - \$
MBER OF	DESCRIPTION	PURCHASE PRI Value per unit	CE (approximate) Total value	SERIAL NUMBER MODEL
	Furnishings			
·	Cabinets		- \$	
	Cupboard and contents		- \$	
	Kitchen furniture		- \$	
	Appliances		Ψ —	
	Dishwasher		- \$	
	Freezer		_	
	Microwave oven		- \$	
	Range hood		- \$	
	Refrigerator		- \$	
	Stove		- \$	
	Toaster		- \$	
	Water dispenser		- \$	
	Accessories			
	Clock		- \$	
	Coffee maker		- \$	
 : :	Cookware		- \$	
	Curtains, draperies and blinds		- \$	
	Dishes, kitchen items		- \$	
	Kitchen linens, tablecloth,		<u> </u>	
	decorations		- \$	
	Lamps		- \$	
	Mixer, food processor fryer,		<u> </u>	
	ice-cream maker, fryer, etc		- \$	
	Utensils		- \$	
	Electronic equipment		Ψ	
	Radio		- \$	
	Television		- \$	
	Other		Ψ —	
	Other		- \$	
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FAMI	AMILY ROOM AND REC ROOM			Sub-total Section 4 - \$	
IBER OF TEMS	DESCRIPTION	PURCHASE PR Value per unit	ICE (approximate) Total value	SERIAL NUMBER MODEL	
	Furnishings				
	Bookshelves		- \$		
	Cabinets		- \$		
	Furniture		- \$		
	Shelves		- \$		
	Accessories		Ψ -		
	Audio-cassettes		- \$		
	Books		- \$		
	Carpets and rugs				
	CDs, records				
			- \$		
	Closet contents		- \$		
	Curtains, draperies and blinds		- \$		
	DVD		- \$		
	Fireplace accessories		- \$		
	Framed pictures		- \$		
	Lamps		- \$		
	Mirrors		- \$		
	Musical instruments		- \$		
	(piano, violin, guitar)				
	Paintings and prints		- \$		
	Toys		- \$		
	Video games		- \$		
	Videocassettes		- \$		
	Electronic equipment				
	Home theatre		- \$		
	Radio		- \$		
	Stereo system		- \$		
	Television		- \$		
	VCR, DVD player		- \$		
	Other				
			- \$		
			- \$		
			- \$		
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EΝΊ	RYWAY AND HALLWAY			Sub-total Section 5 - \$
NUMBER OF ITEMS	DESCRIPTION	PURCHASE PRI	CE (approximate) Total value	SERIAL NUMBER MODEL
TEMO	Furnichings	Value per unit	Total value	WODEL
	Furnishings Cabinets			
			- \$	
	Chairs		<u> </u>	
	Accessories and clothes			
	Boots, shoes		<u> </u>	
	Caots, furs, leather		- \$	
	Corrective glasses, sunglasses		- \$	
	Gloves, mittens, scarves, toques		- \$	
	Raincoat		- \$	
	Winter clothes		- \$	
	Working clothes		- \$	
	Electronic equipment			
	Alarm system		- \$	
	Vacuum cleaner		- \$	
	Other			
			- \$	
			- \$	
			- \$	
			- \$	
			- \$	
			· ·	
	SUB-TOTAL 5	-	\$	

BAT	THROOM, LAUNDRY ROOM			Sub-total Section 6
JMBER OF	DESCRIPTION	PURCHASE PRI Valur per unit	CE (approximate) Total value	SERIAL NUMBER MODEL
	Furnishings	valui pei utilit	Total value	MODEL
	Cupboards		<u>e</u> —	
	Shelves		- \$ - \$	
			<u> </u>	
	Accessories			
	Cabinets and contents		- \$	
	Cupboard contents		- \$	
	Curtains, draperies and blinds		- \$	
	Ironing board and iron		- \$	
	Medecine chest contents		- \$	
	Mirrors		- \$	
	Rugs and carpets		- \$	
	Scale		- \$	
	Toiletries		- \$	
	Towels and linens		- \$	
	Washer, dryer		- \$	
	Electric appliances			
	Hair dryer, shaver		- \$	
	Other			
			- \$	
			- \$	
		_	- \$	
		-	- \$	

Sub-total Section 7 **MASTER BEDROOM** SERIAL NUMBER NUMBER OF ITEMS PURCHASE PRICE (approximate) **DESCRIPTION** Value per unit Total value **Furnishings** Bedroom suite - \$ Vanity - \$ Accessories Bedding and pillows - \$ **Books** - \$ Cosmetics, fragrances \$ Curtains, draperies and blinds - \$ Duvet and comforter - \$ Knick-knacks \$ Lamps - \$ Paintings and prints \$ **Electronic equipment** Fan - \$ Humidifier \$ Radio / stereo system / clock radio - \$ Television \$ VCR, DVD player \$ Clothing Backpack, waist packs - \$ Business suits, suits, dresses - \$ Fine garments \$ Hats, caps - \$ Jackets \$ Pants, bermudas \$ Pullover - \$ Purses and handbags... - \$ Pyjamas, dressing gown - \$ Scarves \$ Shirts and blouses - \$ Skirts \$ Slippers \$ Stocking, socks, underclothing - \$ Ties, belts - \$ Various accessories - \$ Wallets - \$ Other - \$ \$ - \$ - \$ - \$ \$ - \$ \$ \$ - \$ - \$ \$ - \$ **SUB-TOTAL 7** - \$

Sub-total Section 8 BASEMENT AND EXTERIOR SERIAL NUMBER NUMBER OF ITEMS PURCHASE PRICE (approximate) **DESCRIPTION** Value per unit Total value **Furnishings** Bench / workshop - \$ Garden furniture - \$ Pool table - \$ **Accessories** Automobile accessories - \$ Barbecue \$ **Bicycles** - \$ Camping equipment - \$ Christmas decorations - \$ Fishing or hunting equipment - \$ Gardening tools \$ Hand tools or electric tools - \$ Luggage and travel bags - \$ Recreational vehicle \$ Seasonal clothing - \$ Shed \$ Shovels \$ Sports equipement - \$ Swimming pool, spa and filter - \$ Washing equipment - \$ **Electronic equipment** Air conditioner - \$ Air purifier, heat exchanger, heat pump \$ Dehumidifier, humidifier \$ Electric or gas tools - \$ Generator - \$ Heaters \$ Lawnmower - \$ Snow blower - \$ Vacuum cleaner - \$ Other - \$ \$ - \$ -\$ \$ - \$ - \$ \$ \$ - \$ \$ \$ \$ - \$ \$ \$ - \$ \$ **SUB-TOTAL 8** - \$

OTHE	R BEDROOM A			Sub-total Section 9
BER OF EMS	DESCRIPTION	PURCHASE PRI Value per unit	CE (approximate) Total value	SERIAL NUMBER MODEL
	Furnishings			
	Bedroom suite		- \$	
	Vanity		- \$	
	Accessories		Ψ	
	Bedding and pillows		- \$	
	Books		- \$	
	Curtains, draperies and blinds		- \$	
	Duvet and comforter			
	Knick-knacks		- \$	
	Lamps		- \$	
	Paintings and prints		- \$	
	Electronic equipment			
	Fan		- \$	
	Humidifier		- \$	
	Radio / stereo system / clock radio	-	- \$	
	Television		- \$	
	VCR, DVD player		- \$	
	Clothing			
	Busines suits / suits		- \$	
	Children's wear		- \$	
	Dresses		- \$	
	Pants, skirts		- \$	
	Purses and handbags		- \$	
	Scarves	-	- \$	
	Shirts and blouses		- \$	
	Ties		- \$	
	Various accessories		- \$	
	Other			
			- \$	
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	SUB-TOTAL 9		\$	

OTH	IER BEDROOM B		Sub-total Section 10 - \$
NUMBER OF ITEMS	DESCRIPTION	PURCHASE PRICE (approximate) Value per unit Total value	SERIAL NUMBER MODEL
112.110	Franciskings	value per unit	MODEL
	Furnishings Bedroom suite		
		- \$	
	Vanity	- \$	
	Accessories		
	Bedding and pillows	- \$	
	Books	- \$	
	Curtains, draperies and blinds	- \$	
	Duvet and comforter	- \$	
	Knick-knacks	- \$	
	Lamps	- \$	
	Paintings and prints	- \$	
	Electronic equipment		
	Fan	- \$	
	Humidifier	- \$	
	Radio / stereo system / clock radio	- \$	
	Television	- \$	
	VCR, DVD player	- \$	
	Clothing Busines suits / suits		
	Children's wear	- \$ - \$	
	Dresses		
		- \$ - \$	
	Pants, skirts Purses and handbags	- \$	
	Scarves	- \$	
	Shirts and blouses	- \$	
	Ties	- \$	
	Various accessories	- \$	
	Other	<u> </u>	
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	SUB-TOTAL 10	- \$	

OTH	HER BEDROOM C		Sub-total Section 11 - \$
NUMBER OF	DESCRIPTION	PURCHASE PRICE (approximate)	SERIAL NUMBER
ITEMS		Value per unit Total value	MODEL
	Furnishings		
	Bedroom suite	- \$	
	Vanity	- \$	
	Accessories		
	Bedding and pillows	- \$	
	Books	\$	
	Curtains, draperies and blinds	- \$	
	Duvet and comforter	- \$	
	Knick-knacks	- \$	
	Lamps		
	Paintings and prints		
	Electronic equipment		
	Fan	- \$	
	Humidifier	- \$	
	Radio / stereo system / clock radio	- \$	
	Television	- \$	
	VCR, DVD player	- \$	
	Clothing		
	Busines suits / suits	- \$	
	Children's wear	- \$	
	Dresses	- \$	
	Pants, skirts	- \$	
	Purses and handbags	- \$	
	Scarves	- \$	
	Shirts and blouses	- \$	
	Ties	- \$	
	Various accessories	- \$	
	Other		
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	SUB-TOTAL 11	- \$	

OFFICE			Sub-total Section 12
IUMBER OF DESCRIPTION		CE (approximate)	SERIAL NUMBER MODEL
TEHO	Value per unit	Total value	MODEL
Furnishings Bookshelves			
		- \$	
Filing cabinets		- \$	
Furniture	_	- \$	
Accessories			
Art materials		- \$	
Books		- \$	
Briefcase	_	- \$	
Clock	_	- \$	
Office supplies	_	- \$	
Paintings and prints		- \$	
Software		- \$	
Electronic equipment			
Calculator		- \$	
Camera, digital camera, reflex camera,	_	_	
accessories		- \$	
CD-ROMs		- \$	
Cellphone		- \$	
Computer		- \$	
Electronic agenda		- \$	
Fax		- \$	
MP3 player		- \$	
Pager		- \$	
Peripherals: printer, scanner, etc.	<u> </u>	- \$	
Photocopier		- \$	
Radio		- \$	
Sewing machine		- \$	
Telephone		- \$	
VCR, DVD player		- \$	
Video camera		- \$	
Other			
		- \$	
		- \$	
	·	- \$	
		- \$	
		- \$	
SUB-TOTAL 12		\$	

VALUABLES

Sub-total Section 13
- \$

Use this space to record the items you did not include in the room-by-room inventory, e.g., jewellery, furs, artwork, collectibles, and so forth.

NUMBER OF ITEMS	DESCRIPTION	PURCHASE PRICE (approximate) Value per unit Total value	SERIAL NUMBER MODEL
		- \$	
		- \$	
		- \$	
		- \$	
	SUB-TOTAL 13	- \$	Check the "Limitations" section of your contract

Living room	Sub-total 1		- \$
Dining room	Sub-total 2		- \$
Kitchen	Sub-total 3		- \$
Family room or Rec Room	Sub-total 4		- \$
Entryway and Hallway	Sub-total 5		- \$
Bathroom, Laundry Room	Sub-total 6		- \$
Master Bedroom	Sub-total 7	+	- \$
Basement and Exterior	Sub-total 8		- \$
Other Bedroom A	Sub-total 9		- \$
Other Bedroom B	Sub-total 10		- \$
Other Bedroom C	Sub-total 11		- \$
Office	Sub-total 12		- \$
Valuables	Sub-total 13		- \$

Do you have enough coverage for your possessions?To avoid nasty surprises in the event that you need to make a claim, insure the full value of your possessions.

CREDIT CARDS		
MasterCard	Expiration: Telephone:	Expiration: Telephone:
Visa	Expiration: Telephone:	Expiration: Telephone:
American Express	Expiration: Telephone:	Expiration: Telephone:
Other	Expiration: Telephone:	Expiration: Telephone:
NOTES AND COMMENTS		
Completed by:		Date:

QUESTIONS? DON'T HESITATE TO CONTACT US!

ALL FOR ONE AND ONE FOR ALL

This is what insurance is all about. In any insurance system, the premiums paid by many are used to compensate the few who suffer damages.

Insurance Bureau of Canada (IBC) is the association that represents property and casualty (P&C) insurers—the companies that insure your home, car and business against fire, accidents and other risks. Member companies provide about 90% of the P&C insurance sold in Canada

800 Place-Victoria, Suite 2410 P.O. Box. 336, Stock Exchange Tower Montreal (Quebec) H4Z 0A2

Insurance Information Centre
Montreal region 514 288-4321
Elsewhere in Quebec 1 877 288-4321

www.infoinsurance.ca

The mission of the Chambre de l'assurance de dommages is to ensure the protection of the public in the fields of damage insurance and claims adjustment. It oversees the compulsory development training of about 13,000 agents, insurance brokers and claim adjusters. To do so, it functions as preventive body and regulates the professionals who practice and the organisations that work in these fields.

999 de Maisonneuve Ouest, 12th floor Montreal (Quebec) H3A 3L4

Montreal region 514 842-2591 Elsewhere in Quebec 1 800 361-7288

www.chad.ca





Insured... Professionally

HELP

How to print and save your property inventory

Follow the procedure to accept the macros included in the file and print your inventory.

- 1) Open the property inventory file that you have downloaded.
- 2) A security notification window will appear.
- 3) Click on the Yes box and the document will open.
- **4)** Once you have filled out and registered your property inventory, go to the cover page of the form and click on "Print" to print and keep a copy in your archives.

Note: It is story recommended that you keep a copy of your property inventory outside of your home.

Filling In Your Property Inventory

The property inventory form has been designed to make things easy for you. You only have access to the required fields and the tabs allow you to easily move from room to room.

Furthermore, if you only have one of a given item, you don't have to type in the number in the corresponding field since the total number of possessions is automatically calculated based on a minimum of one item.

Here are the fields that must be filled out for each room in the house:

In the <u>NUMBER OF ITEMS</u> column, record how many of the specific item you own.

In the DESCRIPTION column, you can add items that do not appear on the standard list.

In the <u>VALUE PER UNIT</u> column, list the approximate value per item. The form calculates the total value automatically.

In the SERIAL/MODEL NO. column, record the brand, the model or the serial number.

Note: It is suggested that you append invoices, photographs and video footage of your possessions to the property inventory. Receipts, warranties and instruction manuals can also be used as supporting documents when making a claim.

Fill in the following fields in the "Credit Card" section:

Enter the number of credit cards from the same institution in the box (maximum 2). Enter the 16-figure credit card number (without any spaces or hyphens). Enter the credit card's expiry date and the phone number to call in case of loss or theft.

