METTLER AGENCY, INC.

Complete insurance service since 1950

616 N. JEFFERSON ST., P.O. BOX 29 • HUNTINGTON, INDIANA 46750-0029

PHONE: (260) 356-4400 FAX: (260) 356-2865 TOLL FREE: (800) 553-2667

If your home was damaged by a fire or a burglar made off with your valuables would you be able to give your insurance company a complete list of all the items that were damaged or destroyed? Having an up-to-date personal property home inventory will help.

Your furniture and appliances, clothing, sports or hobby equipment, and electronic goods are all regarded as personal property. Like many people, you may own much more than you realize. Too many people find out after a loss that they should have increased their coverage amounts or purchased replacement cost coverage.

Remember: Your homeowner's insurance policy covers valuable items such as jewelry, furs, art and antiques, only up to set dollar amounts. If the cost of replacing them exceeds these limits, you may want to purchase Scheduled Personal Property Coverage.

Home inventory tips

- ✓ List every item of value in your house.
- ✓ Include the serial numbers of all items that have them.
- ✓ Keep all receipts along with a description of the items.
- ✓ Keep a detailed record of antiques, jewelry, major appliances and collector's items.
- ✓ Continuously update your Home Inventory as you acquire new items.

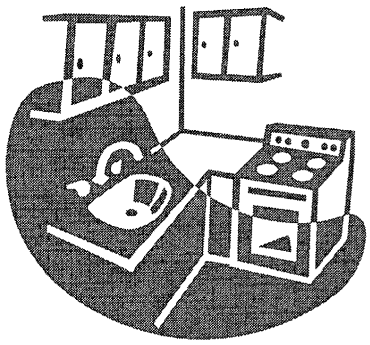
Taking the time to record your personal property in this inventory guide will save you time, money and frustration should a property loss occur. You may want to include a video or photographs of your inventory.

Keep a copy of your Personal Property Home Inventory file in a safe deposit box, a fireproof container, or give copies to a trusted family member who doesn't live in your home.

Independent Insurance Agent®

Inventory Summary

No. of Items	Items	Total Original Cost	Estimate Present Value
	Jewelry		
	Furs		
	Fine arts		
	Musical instruments		
	Silverware		
	China and glassware		
	Sports and hobby equipment		
	Office		
	Living room		
	Dining room		
	Kitchen		
	Recreation/family room		
	Library, den or study		
	Master bedroom		
	Extra bedroom(s)		
	Bathroom(s)		
	Personal effects - men		
	Personal effects - women		
	Personal effects - boys		
	Personal effects - girls		
	Laundry room		
	Attic, basement, garage		
	Patio or deck		
Grand Total			
Total amount of your present insurance on personal property			

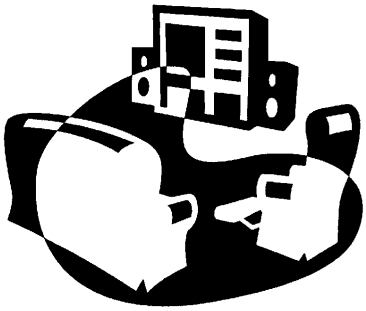


Kitchen

No. of Items	Item	Date of Purchase	Total Original Cost	Estimate Present Value
	Table			
	Chairs			
	Curtains			
	Cabinets			
	Lighting fixtures			
	Stove and range hood			
	Microwave oven			
	Refrigerator and contents			
	Freezer and contents			
	Dishwasher			
	Electrical appliances			
	Pots and pans			
	Silverware			
	Kitchen utensils			
	Dishes			
	Glasses			
	Liquor, wines			
	Canned goods			
	Brooms, mops			
	Cleaning materials			
	Stools			
	Clocks			
	Radio			
	Pictures			
Total				

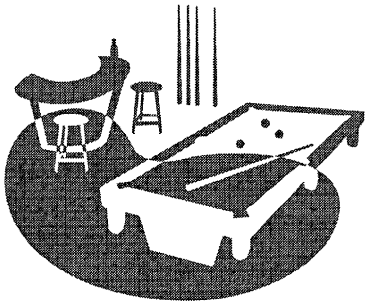
Dining Room

No. of Items	Item	Date of Purchase	Total Original Cost	Estimate Present Value
	Dining table			
	Chairs			
	Buffet			
	Serving cart			
	China cabinet			
	Chests			
	Mirrors			
	Tablecloths, napkins			
	Placemats			
	China			
	Silverware			
	Glassware			
	Curtains, blinds			
	Rugs, carpets			
	Pictures, decorations			
Total				



Living Room

No. of Items	Item	Date of Purchase	Total Original Cost	Estimate Present Value
	Sofas			
	Chairs			
	Tables			
	Table accessories			
	Desk and accessories			
	Shelves			
	Bookcases			
	Clocks			
	Mirrors			
	Chests			
	Lamps			
	Pillows			
	Throws			
	Fireplace accessories			
	Curtains, blinds			
	Rugs, carpets			
	Pictures, decorations			
Total				

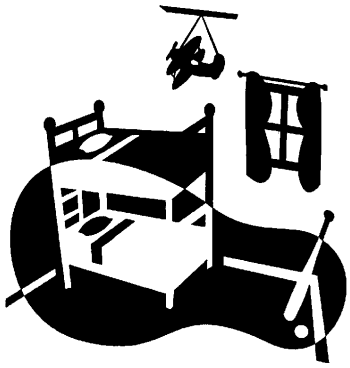


Family Room or Den

No. of Items	Item	Date of Purchase	Total Original Cost	Estimate Present Value
	Sofas			
	Chairs			
	Tables			
	Throws			
	Game sets			
	Table accessories			
	Books			
	Bookcases			
	Shelves			
	Desk and accessories			
	Clocks			
	Lamps			
	Pillows			
	Fireplace accessories			
	Curtains, blinds			
	Rugs, carpets			
	Pictures, decorations			
Total				

Bedroom 1

No. of Items	Item	Date of Purchase	Total Original Cost	Estimate Present Value
	Bed and headboard			
	Box spring and mattress			
	Chests			
	Dressers			
	Lamps			
	Tables			
	Chairs			
	Desk and accessories			
	Mirrors			
	Curtains, blinds			
	Rugs, carpets			
	Blankets, quilts			
	Linens			
	Pictures, decorations			
Total				

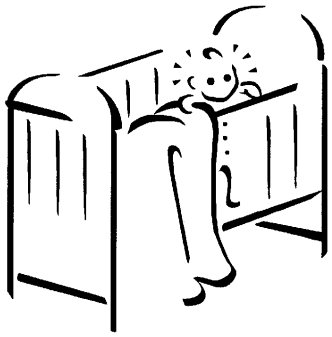


Bedroom 2

No. of Items	Item	Date of Purchase	Total Original Cost	Estimate Present Value
	Bed and headboard			
	Box spring and mattress			
	Chests			
	Dressers			
	Lamps			
	Tables			
	Chairs			
	Desk and accessories			
	Mirrors			
	Curtains, blinds			
	Rugs, carpets			
	Blankets, quilts			
	Linens			
	Pictures, decorations			
Total				

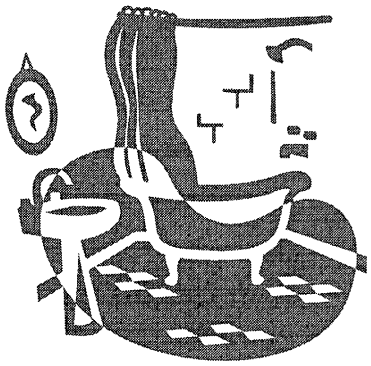
Bedroom 3

No. of Items	Item	Date of Purchase	Total Original Cost	Estimate Present Value
	Bed and headboard			
	Box spring and mattress			
	Chests			
	Dressers			
	Lamps			
	Tables			
	Chairs			
	Desk and accessories			
	Mirrors			
	Curtains, blinds			
	Rugs, carpets			
	Blankets, quilts			
	Linens			
	Pictures, decorations			
Total				



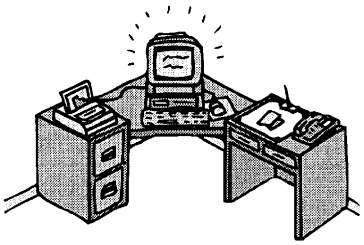
Bedroom 4

No. of Items	Item	Date of Purchase	Total Original Cost	Estimate Present Value
	Bed and headboard			
	Box spring and mattress			
	Chests			
	Dressers			
	Lamps			
	Tables			
	Chairs			
	Desk and accessories			
	Mirrors			
	Curtains, blinds			
	Rugs, carpets			
	Blankets, quilts			
	Linens			
	Pictures, decorations			
Total				



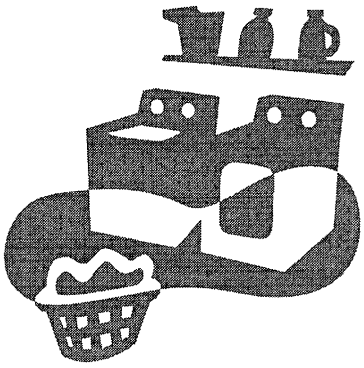
Bathrooms

No. of Items	Item	Date of Purchase	Total Original Cost	Estimate Present Value
	Shower curtain			
	Bath mat			
	Linens			
	Bath sets			
	Medicine/prescriptions			
	Hair dryer			
	Curling iron			
	Razor			
	Clothes hamper			
	Curtains, blinds			
	Mirrors			
	Scale			
	Toiletries			
	Pictures, decorations			
Total				



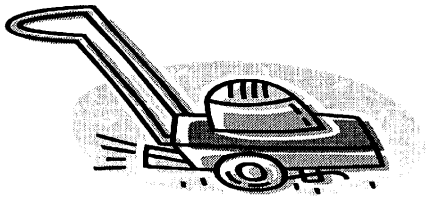
Home Office

No. of Items	Item	Date of Purchase	Total Original Cost	Estimate Present Value
	Chair			
	Couch			
	Computer			
	Printer			
	Scanner			
	Fax machine			
	Answering machine			
	Cordless phone			
	Tape recorder			
	Securities			
	Manuscripts			
	Business property			
	Camera			
	Bookcases			
	Books			
	Curtains			
	Tables			
	Lamps			
	Radios			
	Rugs			
	Fireplace equipment			
	Portable air conditioner			
Total				



Laundry Room

No. of Items	Item	Date of Purchase	Total Original Cost	Estimate Present Value
	Washing machine			
	Dryer			
	Iron			
	Ironing board			
	Sewing machine			
	Humidifier			
	Dehumidifier			
	Vacuum cleaners			
	Fans			
	Heaters			
	Air conditioner			
	Washing machine			
Total				



Garage/Basement/Attic

No. of Items	Item	Date of Purchase	Total Original Cost	Estimate Present Value
	Furniture			
	Luggage/trunks			
	Sports equipment			
	Toys/games			
	Power and hand tools			
	Pool Equipment			
	Heater			
	Dehumidifier			
	Ornamental lawn items			
	Lawn mower			
	Shovels			
	Spreaders			
	Sprinklers/hoses			
	Snow blower			
	Garden tools/supplies			
	Holiday decorations			
	Canned foods/supplies			
	Pet supplies			
	Ladders			
Total				

Porch, Patio

No. of Items	Item	Date of Purchase	Total Original Cost	Estimate Present Value
	Chairs			
	Tables			
	Umbrella			
	Floor covering			
	Outdoor cooking equipment			
	Plant/planters			
	Hot tub			
Total				