Contents Inventory

List church contents and their values; store a copy away from the church

Recommendation: Take photos or video of every room and item. Store the photos and this list at another location or securely in the cloud. Use one form per building or room, and update it each year. List items of special value separately (stained glass, organs, communion ware, artwork, sound and video systems).

Church name | **GNJ ID #** | **Building / room**

Completed by | **Date** | **Photos / video stored at**

#	Description of item	Qty	Cost ($)	Replacement value ($)	Location
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					

Total cost ($) | **Total replacement value ($)**