

## Insurance Contents Schedule

METHODIST CHURCH OF NEW ZEALAND TE HĀHI WETERIANA O AOTEAROA

PO BOX 931, CHRISTCHURCH 8140  
03 366 6049 [insurance@methodist.org.nz](mailto:insurance@methodist.org.nz)



PARISH: \_\_\_\_\_

LOCATION OF CONTENTS:

\_\_\_\_\_

ENTITY ID: \_\_\_\_\_

RISK ID: \_\_\_\_\_

| ITEM                         | QUANTITY | TOTAL ESTIMATED | COMMENTS |
|------------------------------|----------|-----------------|----------|
| <b>HALLS/LOUNGES</b>         |          |                 |          |
| AMPLIFIERS                   |          |                 |          |
| CARPETS                      |          |                 |          |
| CHAIRS/TABLES                |          |                 |          |
| DRAPES                       |          |                 |          |
| FURNITURE/FURNISHINGS        |          |                 |          |
| OHP'S                        |          |                 |          |
| PICTURES/ PHOTOGRAPHS        |          |                 |          |
| TROLLEYS                     |          |                 |          |
| <b>KITCHENS</b>              |          |                 |          |
| MICROWAVE/ FRIDGE/DISHWASHER |          |                 |          |
| POTS/PANS                    |          |                 |          |
| TABLES/ BENCHES              |          |                 |          |
| TEA URNS/JUGS                |          |                 |          |
| CUTLERY                      |          |                 |          |
| CROCKERY                     |          |                 |          |
| <b>CLEANING/MAINTENANCE</b>  |          |                 |          |
| LAWNMOWERS                   |          |                 |          |
| LADDERS                      |          |                 |          |
| VACUUM CLEANERS              |          |                 |          |
| VASES/STANDS/SILK FLOWERS    |          |                 |          |

| ITEM                                  | QUANTITY | TOTAL ESTIMATED | COMMENTS                                                              |
|---------------------------------------|----------|-----------------|-----------------------------------------------------------------------|
| <b>CHURCH</b>                         |          |                 |                                                                       |
| AMPLIFIERS/MIXERS                     |          |                 |                                                                       |
| ART WORKS                             |          |                 |                                                                       |
| BAND INSTRUMENTS                      |          |                 |                                                                       |
| BIBLES                                |          |                 |                                                                       |
| CANDLEHOLDERS                         |          |                 |                                                                       |
| CARPETS                               |          |                 |                                                                       |
| COMMUNION RAIL                        |          |                 |                                                                       |
| COMMUNION TABLE                       |          |                 |                                                                       |
| CROSS                                 |          |                 |                                                                       |
| CURTAINS & DRAPES                     |          |                 |                                                                       |
| FONT                                  |          |                 |                                                                       |
| FURNITURE & FURNISHINGS               |          |                 |                                                                       |
| HEATERS                               |          |                 |                                                                       |
| HYMN BOOKS/MUSIC                      |          |                 |                                                                       |
| LECTERNS                              |          |                 |                                                                       |
| MEMORIALS                             |          |                 |                                                                       |
| OHP & SCREENS                         |          |                 |                                                                       |
| ORGAN                                 |          |                 | ALL PIPE ORGANS MUST HAVE<br>A VALUATION DONE EVERY TWO YEARS         |
| PEWS & SEATS                          |          |                 |                                                                       |
| PIANO                                 |          |                 |                                                                       |
| PULPIT                                |          |                 |                                                                       |
| SANCTUARY ITEMS                       |          |                 |                                                                       |
| SOUND SYSTEMS & EQUIPMENTS            |          |                 | ALL READILY PORTABLE ITEMS OVER<br>\$1000 TO BE IDENTIFIED SEPARATELY |
| SPEAKERS                              |          |                 |                                                                       |
| TABLETS/PLAQUES<br>/SPECIAL FURNITURE |          |                 |                                                                       |
| WALL HANGING                          |          |                 |                                                                       |
| <b>VESTRIES/WORK AREAS/OFFICES</b>    |          |                 |                                                                       |
| ANSWERPHONES                          |          |                 |                                                                       |
| COMPUTER & ACCESSORIES                |          |                 |                                                                       |
| DESKS & CHAIRS                        |          |                 |                                                                       |
| FAX MACHINES                          |          |                 |                                                                       |
| FILING CABINETS                       |          |                 |                                                                       |
| LIBRARIES                             |          |                 |                                                                       |
| PHOTOCOPIERS                          |          |                 |                                                                       |
| STATIONERY                            |          |                 |                                                                       |
| TELEPHONES                            |          |                 |                                                                       |

| ITEM                 | QUANTITY      | TOTAL ESTIMATED | COMMENTS |
|----------------------|---------------|-----------------|----------|
| <b>YOUTH GROUPS</b>  |               |                 |          |
| RESOURCE MATERIAL    |               |                 |          |
| SOUND EQUIPMENT      |               |                 |          |
| SPORTING EQUIPMENT   |               |                 |          |
| TENTS/ CAMPING GEAR  |               |                 |          |
| TOYS                 |               |                 |          |
| <b>OTHER</b>         |               |                 |          |
| SALES<br>TABLE STOCK |               |                 |          |
| SIGNS                |               |                 |          |
|                      |               |                 |          |
|                      |               |                 |          |
|                      |               |                 |          |
|                      |               |                 |          |
|                      |               |                 |          |
|                      |               |                 |          |
|                      | <b>TOTAL:</b> |                 |          |

DATE:

AUTHOR:

SIGNATURE: