

Important Household Information

Important information for my family to know if I'm on vacation, unable to help or I'm gone.

Location of Household Items:

Household Items	Location of item or information
Main water shut off valve	
Outside water or sprinkler shut off valve	
Gas shut off valve	
Electrical box / Fuse box	
Telephone junction box on home exterior	
Sump pump	
Hot water heater	
Water softener	
Furnace fan switch	
Location of furnace filter	
Satellite dish or cable box	
Internet modem and router + access code	
Account User names & Passwords	
Precious gems/coins/ jewelry	
Collectables/ valuable artwork (insurable)	
Firearms- Guns, rifles, shotguns, handguns	
Gun Cabinet + combination or location of keys	
Gun Trigger locks - Keys	
Instruction manuals for appliances	
Warranty information for appliances/electronics	
Paint cans for interior or exterior touchups	
Video inventory of our stuff (for insurance claims)	
All vehicle titles	
Vehicle keys	
Recreational vehicle keys	
House/ Garage Keys	
Vacation Property keys	
Storage Shed Keys	
Security System panel – security code	
Fireproof safe + key location or combination	
Garage door entrance pad & code	
Electronic Entry Gates + codes	

Item/Account	User Names/ Passwords
Church Extension Fund	
Bank	
Credit Union	
Email	
Google	
Amazon	
Facebook	
Twitter	
Stores	
Credit Cards	
FAFSA	
Tax Return	

Seasonal Checklist

Items to inspect, clean, store, take out of storage, replace, etc.

Item	When – How – Service provider
Furnace Inspection	
Furnace Filters	
Hot Water Heater	
Whole house Humidifier	
Air Conditioning Unit	
Water Softener/ Iron Filter	
Washer/Dryer/ Dryer Vent/ Lint Trap	
Refrigerator/ Freezer	
Stove/ Oven/ Range Hood	
Dishwasher – Food Filter	
Microwave	
Smoke Detectors	
Fireplace/ chimney – cleaning & maintenance	
Flooring Maintenance	
Hinges/ locks/springs (lubricate)	
Thermostat – Setting resets/ adjustments	
Plumbing inspection	
Sump pump inspection	
Well	
Septic system	
Outside water/ hose/Sprinkler system	
Lawn care/ mowing	
Lawn aeration/ fertilizer/ weed control	
Trees/ bushes/ leaves	
Outdoor Plants	
Shrubs	
Gutters/Downspouts	
Yard Equipment Maintenance	
Snow Blower Maintenance	
Pool Maintenance	
Deck/ Patio Maintenance	
Outdoor Furniture	
Vehicle Oil changes	
Vehicle License Renewal	
Tires	
Routine Vehicle Maintenance	
File Taxes	