

CONFIDENTIAL | Valuation / Appraisal Taking Drop off Checklist

Name	
Address & Postcode	
Tel No.	Email

Purpose of Valuation		- Insurance - Probate - Other, pls specify	
If Probate	Name of deceased		
	Date of death		
If insurance, single item limit		Do you have a new for old policy? Yes/ No	

	Yes	No
1. Do you currently insure the goods?		
2. Have any of the items been valued before? If yes when		
3. Did we carry out the previous valuation?		
4. Is any item to be sold?		
5. Are there any valuation documents, certificates, receipts or other relevant documents to these items that show the weight, grading, stone identity, provenance or previous values?		
6. Are any specific item/a to be valued SHR, ARV etc?		
7. Was any item purchased in the last three years?		
8. Was any item purchased second hand?		
9. Was any item purchased on the internet or from a shopping channel?		
10. Was any item purchased at auction?		
11. Was any item purchased abroad? If yes, where?		
12. What did you pay for the item/s? Note over if more than 1 item		

Additional comments or for any of the questions answered yes, please list below or bring in documents with you.

Items to be valued:

Item	No. items	Condition/ damage, additional info related to item	Do you think you may need repair work?
Alberts			
Bangles			
Bracelets			
Brooches			
Cufflinks			
Earrings			
Necklaces			
Pearls			
Pendants			
Rings			
Watches			
Misc jewellery			
Flatware			
Hollow ware			
Misc items silverware			
Other			
Total number items			
Total number documents			
Any other information			