

# Contents Calculator

It's easy to underestimate the total value of your practice's contents. This calculator will help you account for everything and reach as accurate a figure as possible.

Using this table, record the full replacement value of the contents within each area of your practice. It can help to walk around your practice as you do this, so that nothing is forgotten.

Please use a separate sheet for any additional rooms or equipment not provided.

If you do need to review your policy, please don't hesitate to contact us on **01823 250 700**.

What matters to you, matters to us.

|   | Reception | Waiting Room | Clinic 1 | Clinic 2 | Staff Room | Admin Office | Store / Cleaning Room | Total |
|---|-----------|--------------|----------|----------|------------|--------------|-----------------------|-------|
| Equipment   |           |              |          |          |            |              |                       |       |
| Stock   |           |              |          |          |            |              |                       |       |
| Computers and electronic equipment  |           |              |          |          |            |              |                       |       |
| Disposable items  |           |              |          |          |            |              |                       |       |
| Telephones and faxes, burglar alarms, air conditioning                              |           |              |          |          |            |              |                       |       |
| Medical records, books  |           |              |          |          |            |              |                       |       |
| TVs, videos, self check-in systems, photocopiers and other general office equipment |           |              |          |          |            |              |                       |       |
| Furniture; tables, chairs, sofas, stools, bookcases, desks, shelves                 |           |              |          |          |            |              |                       |       |
| Soft furnishings; curtains and their fittings, cushions                             |           |              |          |          |            |              |                       |       |
| Carpets, rugs and floor coverings   |           |              |          |          |            |              |                       |       |
| Tenant improvements eg: partition walls, reception desks, lighting, burglar alarm   |           |              |          |          |            |              |                       |       |
| Paintings and works of art  |           |              |          |          |            |              |                       |       |
| Anything else   |           |              |          |          |            |              |                       |       |
| TOTAL   |           |              |          |          |            |              |                       |       |

Grand total £ \_\_\_\_\_