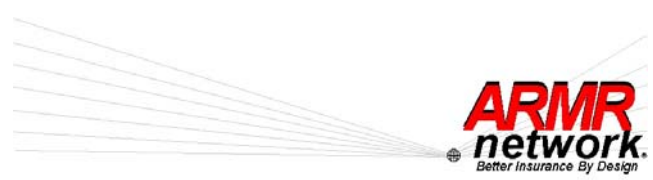


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Date Inspected & Corrected	Problem	Helpful Hints-Maintenance Tip
	Water is entering the house from the outside.	Options range from simple landscaping to extensive excavation and waterproofing. The ground should slope away from the house.
	Water in the basement	Water leaks in pipes or around tubs and sinks can provide a place for mold to grow. Options range from simple landscaping to extensive excavation and waterproofing.
	Moisture coming in from under the house. (no basement)	Put a plastic cover over dirt in crawlspaces to prevent moisture from coming in from the ground. Be sure crawlspaces are well-ventilated.
	Moisture found in bathrooms, kitchen, laundry room.	Use exhaust fans in bathrooms and kitchens to transfer moisture to the outside (not into the attic). Vent your clothes dryer to the outside.
	Moisture on windows and other cold surfaces.	Turn off certain appliances such as humidifiers or kerosene heaters. Use insulation or storm windows. Storm window installed on the inside works better than one installed on the outside. Open doors between rooms, especially doors to closets which may be colder than the rooms.
	Major appliances, such as furnaces, heat pumps and central air conditioners are showing signs of moisture.(condensation and rust)	Have major appliances, such as furnaces, heat pumps and central air conditioners, inspected and cleaned regularly by a professional, especially before seasonal use. Change filters on heating and cooling systems according to manufacturer's directions. (In general, change filters monthly during use.) When first turning on the heating or air conditioning at the start of the season, consider leaving your home until it airs out.
	Air Conditioning Units	Have window or wall air-conditioning units cleaned and serviced regularly by a professional, especially before the cooling season. Air conditioners can help reduce the entry of allergy-causing pollen. They may also become a source of mold if not properly maintained. Clean the coils and incline the drain pans according to manufacturer's instructions, so water cannot collect in pools.



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	Surfaces	Clean mold surfaces, such as showers and kitchen counters. Remove mold from walls, ceilings, floors, and paneling. Do not simply cover mold with paint, stain, varnish, or a moisture-proof sealer, as it may (usually does) resurface. Replace moldy shower curtains, or remove them and scrub well with a household cleaner and rinse before re-hanging them.
	Surfaces	Clean mold surfaces, such as showers and kitchen counters. Remove mold from walls, ceilings, floors, and paneling. Do not simply cover mold with paint, stain, varnish, or a moisture-proof sealer, as it may (usually does) resurface. Replace moldy shower curtains, or remove them and scrub well with a household cleaner and rinse before re-hanging them.
	Water Damaged Personal Property Items	Throw out mattresses, wicker furniture, straw baskets and the like that have been water damaged or contain mold. These cannot be recovered. Discard any water-damaged furnishings such as carpets, drapes, stuffed toys, upholstered furniture and ceiling tiles, unless they can be recovered by steam cleaning or hot water washing and thorough drying. Remove and replace wet insulation to prevent conditions where mold can grow.
	Moisture on windows and other cold surfaces.	Turn off certain appliances such as humidifiers or kerosene heaters. Use insulation or storm windows. Storm window installed on the inside works better than one installed on the outside. Open doors between rooms, especially doors to closets which may be colder than the rooms.

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Recap-Items to be Checked

	1. Dirty air conditioners
	2. Dirty humidifiers and/or dehumidifiers
	3. Bathroom without vents or windows
	4. Kitchen without vents or windows
	5. Dirty refrigerator drip pans
	6. Laundry room with unvented dryer
	7. Unventilated attic
	8. Carpet on damp basement floor
	9. Bedding & Closet on outside wall
	10. Dirty heating/air conditioning system
	11. Water damage (around windows, the roof, or the basement)