



Century 21 Novus Realty

Mold Information and Prevention

PLEASE NOTE: IT IS OUR GOAL TO MAINTAIN A QUALITY LIVING ENVIRONMENT FOR OUR RESIDENTS. TO HELP ACHIEVE THIS GOAL, IT IS IMPORTANT TO WORK TOGETHER TO MINIMIZE ANY MOLD GROWTH IN YOUR DWELLING. THIS ATTACHMENT CONTAINS IMPORTANT INFORMATION FOR YOU AND EXPLAINS RESPONSIBILITIES FOR BOTH RESIDENT AND MANAGEMENT.

1. **ABOUT MOLD:** Mold is found virtually everywhere in our environment both indoors and outdoors and in both new and old structures. Molds are naturally occurring microscopic organisms that reproduce by spores and have existed practically from the beginning of time. All of us have lived with mold spores all of our lives. Molds break down organic matter. Without them, we would all be struggling with large amounts of dead organic matter. Mold breaks down organic matter in the environment and uses the end product for its food. Mold spores (like plant pollen) spread through the air and are commonly transported by shoes, clothing and other material. When excess moisture is present inside a dwelling, mold can grow. There is conflicting scientific evidence as to what constitutes a sufficient accumulation of mold which leads to adverse health effects. Reaction to mold exposure varies greatly from one person to another. Most symptoms appear as allergic reactions. Nonetheless, appropriate precautions need to be made. Potential signs of mold growth are: unexplained discoloration on any surface, musty odor, dark spots on or around vents and water stains anywhere. Anyone with a health problem that thinks it might be associated with mold should consult a medical professional.
2. **PREVENTING MOLD BEGINS WITH YOU:** In order to minimize the potential for mold growth in your dwelling you must do the following:
 - a. Keep you're dwelling clean – particularly the kitchen, the bathrooms, carpet and floors. Regular vacuuming, mopping and using a household cleaner to clean hard surfaces is important to remove the household dirt and debris that harbor mold or food for mold. Immediately throw away moldy food.
 - b. Remove visible moisture accumulation on windows, sills, walls, ceilings, floors and other surfaces as soon as reasonably possible. Look for leaks in washing machine hoses and discharge lines – especially if the leak is large enough for water to filtrate nearby walls. Turn on any exhaust fans in the bathroom and kitchen *before* you start showering or cooking with open pots. When showering, be sure to keep the shower curtain *inside* the tub or fully close the shower doors. Experts recommend that after taking a bath or shower you: (1) wipe moisture off the walls (a squeegee works well), shower doors, the bathtub and the bathroom floor; (2) leave the bathroom door open until all moisture on the mirrors and bathroom walls and tile surfaces has dissipated; and (3) hang up towels, bath mats and wet clothing so they will completely dry out. Do not leave wet clothing in the washing machine or dryer.
 - c. Promptly notify us in writing (at www.CrownGeorgia.com under Current Residents - Maintenance Request) about any air conditioning or heating system problems you discover. Follow our rules regarding replacement of air filters. Also, it is recommended that you

periodically open windows and doors on days when the outdoor weather is dry (i.e. Humidity is below 50 percent) to help humid areas of your dwelling dry out.

3. **IN ORDER TO AVOID MOLD GROWTH:** It is important to prevent excessive moisture building up in your dwelling. Failure to promptly pay attention to leaks and moisture that might accumulate on dwelling surfaces or that might get inside walls or ceilings can encourage mold growth. Prolonged moisture can result from a wide variety of sources such as:
- Rainwater leaking from roofs, windows, doors and outside walls, as well as flood waters rising above floor level;
 - Overflows from showers, bathtubs, toilets, lavatories, sinks, washing machines, dehumidifiers, refrigerator or A/C drip pans or clogged A/C condensation lines;
 - Leaks from plumbing lines or fixtures (Residents should know where water cut offs are), and leaks into walls from bad or missing grouting/caulking around showers, tubs or sinks; washing machine hose leaks, plant watering, overflows, pet urine, cooking spills, beverage spills and steam from excessive open-pot cooking;
 - Leaks from clothes dryer discharge vents (which can put lots of moisture into the air);
 - Insufficient drying of carpets, carpet pads, shower walls and bathroom floors;
 - Rain gutters clogged with leaves and debris;
 - Leaking hot water heater;
 - Excessive soaking of exterior by sprinklers or hoses.

4. **IF SMALL AREAS OF MOLD HAVE ALREADY OCCURRED ON NON-POROUS SURFACES:**

(Such as ceramic tiles, Formica, vinyl flooring, metal or plastic.) The federal Environment Protection Agency (EPA) recommends that you first clean the area with soap (or detergent) and water, let the surface dry, and then within 24 hours apply a pre-mixed spray-on type household biocide such as Lysol Disinfectant, Pine-Sol Disinfectant (original pine scented,) Tilex Mildew Remover or Clorox Cleanup. (Note: Only a few of the common household cleaners will actually kill mold.) Tilex and Clorox contain bleach that can discolor or stain so use caution especially near carpeted areas. **Be sure to follow the instructions on the container.** Applying biocides without first cleaning away dirt and oils from the surface is like painting over old paint without first cleaning and preparing the surface.

Always clean and apply a biocide to an area 5 or 6 times larger than any visible mold because mold may be adjacent in quantities not yet visible to the naked eye. A vacuum cleaner with a high-efficiency particulate air filters (HEPA) can be used to help remove non-visible mold products from porous items such as fibers in sofas, chairs, drapes and carpets – provided the fibers are completely dry. Machine washing or dry cleaning will remove mold from clothes.

5. **DO NOT CLEAN OR APPLY BIOCIDES TO:** (1) visible mold (other than mildew) on POROUS surfaces such as sheetrock walls or ceilings or (2) **large areas** of visible mold on **non-porous surfaces.** Instead, notify us and we will take appropriate action.
6. **Remember that leaks caused from storms cannot be repaired until the rain stops.** Residents must take the initiative to keep premises as free of water as possible and report the leak to us (see 2 C) so that we can take appropriate action.
7. **COMPLIANCE:** Complying with this attachment will help prevent mold growth in your dwelling. All parties will be able to respond correctly if problems develop that could lead to mold growth.

If you fail to comply with this Attachment, you can be held responsible for property damage to the dwelling and any health problems that may result.
We can't correct problems in your dwelling unless we know about them.