

# The **7** things

you **MUST** do right now if you are experiencing  
**Water Damage!**

**✓ DO**

## **Water Emergency Tips**

- 1** Stop water flow if possible.
- 2** Remove as much water as possible.
- 3** Help drying procedures.
  - Open drawers and cabinets to begin drying process
  - Pin up draperies and upholstery skirts to prevent water damage
  - Towel dry wood furniture, counter tops, etc.
- 4** Relocate all oil paintings, art objects, and other valuables to a safe, dry place.
- 5** Remove all items like rugs, pillows, etc., and place in a dry area.
  - Remove all loose items on the floor throughout the affected area.
- 6** Turn on heating and/or air conditioning system, provided water has NOT entered the ducts.
- 7** Use wax paper, aluminum foil or wood blocks under furniture that cannot be relocated to a dry area.

**✗ DON'T**

## **Things To Avoid**

- 1** Do not enter rooms if the ceiling is wet and sagging.
- 2** Keep away from contaminated (sewer) water.
- 3** Don't leave absorbent materials like books, boxes, papers, pillows, etc. in the wet area.
- 4** Keep children or the elderly away from affected areas.
- 5** Avoid placing wet items on any absorbent surface.
- 6** Don't turn on ceiling fixture or heating/air conditioning system if water has traveled through the ducts.
- 7** Avoid using electrical appliances and outlets in wet areas, especially not on concrete floors.
- 8** Do not use your household vacuum to extract water.

*Thank you for working with us and trusting us with your house. We look forward to serving you.*



*We're better because we care.*