



Lexington Homes, Inc.
Where quality and value come together.

Homeowner's Guide —AND— Limited Warranty

Lexington Homes, Inc.
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Keep this booklet with your manufactured home. Title VI of the Housing and Community Development Act of 1974 provides you with protection against certain construction and safety hazards in your manufactured home. To help assure your protection, the manufacturer of your manufactured home needs the information which these cards, when completed and mailed, will supply. If you bought your home from a dealer, please be sure that your dealer has completed and mailed a card for you. If you acquired your home from someone who is not a dealer, you should promptly fill out and send a card to the manufacturer. It is important that you keep this booklet and give it to any person who buys the manufactured home from you.

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CONGRATULATIONS.

Dear Homeowner:

Congratulations on your new home! We are delighted that you selected Lexington Homes to build your new residence. As one of the nation's largest producers of quality homes, Lexington Homes, Inc. is dedicated to providing a home that will become a special place to build years of treasured memories for you and your family. We wish you many happy years of enjoyment as a homeowner.

This manual is for your use in becoming familiar with your new home and its components. Please review it carefully. We hope it will be useful and provide helpful tips as you begin to settle in.

Sincerely,

Lexington Homes, Inc.

P.S.

Please remember to let Lexington Homes know the address of your new home and your phone number. Complete and mail one of the Consumer Information Cards attached to the front of this Guide as soon as possible after taking possession of your new home.

WARRANTY
COVERAGE

LEXINGTON HOMES ONE YEAR LIMITED WARRANTY

THIS WARRANTY IS EFFECTIVE WITH ALL MANUFACTURED HOMES PRODUCED AFTER JANUARY 1, 2010.

Coverage

Lexington Homes, Inc. ("Lexington") warrants to the ORIGINAL RETAIL PURCHASER that your new home, including the structure, plumbing, mechanical and electrical systems installed by Lexington, is warranted under normal use to be free from manufacturing defects in material or workmanship. Any such defects will be repaired or replaced at Lexington's discretion. The owner is responsible for normal home maintenance as described in the Owner's Manual.

Term

This Limited Warranty begins on the date of the close of sale to the ORIGINAL RETAIL PURCHASER and extends for a period of one year from that date for non-cosmetic defects and for a period of ninety days for the cosmetic defects described below. This Limited Warranty covers only those defects that become evident within the applicable warranty period, and where notice was given to the selling retailer or Lexington not later than ten (10) days after the expiration of the warranty period.

Cosmetic Defects. The following cosmetic defects present at first occupancy must be reported to your Retailer or the Customer Service Department at the Manufacturing Plant. Lexington will make one trip to the home and repair these items within 90 days of the close of sale. It is extremely important that all items in need of repair are included in your first and only cosmetic repair request. A checklist for your use may be found in the Owner's Manual.

- a. Broken, chipped or scratched glass or mirrors, or electrical cover plates.
- b. Scratches, dents, gouges or scuffs in vinyl floor coverings, walls, doors, cabinets, moldings, countertops, appliances, or plumbing fixtures, including toilet seats.
- c. Stains, cuts and/or tears in and on carpets, floor coverings, window treatments.
- d. Damaged or stained hardware (towel bar, door pulls, knobs, etc.), shower doors, exterior siding, trim or shutters.
- e. Torn or damaged window screens.
- f. Cracking or shrinking of fixture, tile or trim caulking.
- g. Broken, loose or missing trim.
- h. Adjustments to window, interior and exterior doors, cabinet doors, and toilets.

NOTWITHSTANDING THE FOREGOING, ANY OF THE FOLLOWING ACTS WILL TERMINATE THE LIMITED WARRANTY:

1. Sale or transfer of the manufactured home from the ORIGINAL RETAIL PURCHASER to another. This Limited Warranty applies only to the ORIGINAL RETAIL PURCHASER.
2. Use or occupancy of the manufactured home by a household other than that of the ORIGINAL RETAIL PURCHASER, including for rental purposes. This Limited Warranty applies only to use by the ORIGINAL RETAIL PURCHASER.
3. Removal of the home from the site at which it is first placed after purchase by the ORIGINAL RETAIL PURCHASER. This Limited Warranty applies while the home remains at the site at which it is first placed after purchase by the ORIGINAL RETAIL PURCHASER.

ANY LEGAL ACTION TO ENFORCE THIS LIMITED WARRANTY MUST BE COMMENCED WITHIN TWELVE MONTHS AFTER THE EXPIRATION OF THIS LIMITED WARRANTY

**BINDING
ARBITRATION**

Limitation and Disclaimer

THIS LIMITED WARRANTY IS GIVEN IN LIEU OF ANY AND ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, HABITABILITY AND WORKMANSHIP, AND IS ALSO IN LIEU OF ANY CLAIMS OF MENTAL ANGUISH OR DISTRESS, CONSEQUENTIAL OR INCIDENTAL DAMAGES (INCLUDING LOSS OF TIME, INCONVENIENCE, COMMERCIAL LOSS, LOSS OF USE OF HOME, TELEPHONE CHARGES, HOTEL BILLS OR OTHER INCIDENTAL CHARGES OR COSTS) AND FOR DAMAGES BASED ON NEGLIGENCE, FRAUD OR MISREPRESENTATION AND IN CONSIDERATION OF THE RECEIPT OF THE BENEFITS OF THIS LIMITED WARRANTY, THE BUYER HEREBY EXPRESSLY WAIVES AND DISCLAIMS ANY SUCH WARRANTIES AND CLAIMS. IN STATES WHERE DISCLAIMERS OF THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE ARE INVALID; SUCH IMPLIED WARRANTIES ARE HEREBY EXPRESSLY LIMITED TO A PERIOD OF TWELVE MONTHS FROM THE DATE OF ORIGINAL PURCHASE. ANY DISPUTE RELATING TO WHAT IS COVERED UNDER LEXINGTON'S WARRANTY OR THE MANUFACTURER'S RESPONSIBILITY FOR THE CONSEQUENCES OF MOLD, INCLUDING ANY PROPERTY DAMAGE OR PERSONAL INJURY CLAIM, OR ANY OTHER CLAIM, IS SUBJECT TO THE APPLICABLE ARBITRATION PROVISIONS OF THE RETAIL PURCHASE CONTRACT AND THE LEXINGTON WARRANTY. NOTE: SOME STATES DO NOT ALLOW THE EXCLUSION OR LIMITATION OF INCIDENTAL OR CONSEQUENTIAL DAMAGES, SO THE ABOVE LIMITATION OR EXCLUSION MAY NOT APPLY TO YOU.

Disclaimer of Unauthorized Agreements

LEXINGTON IS NOT BOUND BY NOR LIABLE FOR ANY AGREEMENT OR COMMITMENT MADE BY ITS EMPLOYEES, RETAILERS OR AGENTS THAT ARE NOT IN ACCORDANCE WITH THIS LIMITED WARRANTY, UNLESS SUCH AGREEMENT OR COMMITMENT IS IN WRITING SIGNED BY THE FACTORY GENERAL MANAGER OR SERVICE MANAGER.

Binding Arbitration

The homeowner(s) and the Manufacturing Plant that manufactured the home, as well as its corporate affiliates, acknowledge and agree that any and all disputes among them shall be resolved pursuant to the arbitration process set forth in this warranty by means of final and binding arbitration before the American Arbitration Association (AAA) in accordance with the rules and procedures of the AAA. Prior to arbitration, the parties agree to formally mediate the case. Judgment on the arbitration award may be entered in any court having jurisdiction. Such disputes shall be considered on a single case-by-case basis, without any disputes, claims or actions being resolved on a consolidated or class basis. Because the parties have agreed to arbitrate all claims, a party to this arbitration provision may not serve as a class representative or participate as a class member in a putative class-action against any party entitled to compel arbitration under this arbitration provision. If any provision of this arbitration agreement or warranty is found to be unenforceable, such provision shall be considered separate from the remaining provisions of this warranty and such remaining provisions shall remain in full force and effect. If either party to this arbitration initiates any claim or action against the other party in any forum or through any process other than arbitration, such other party may move to compel the matter to arbitration, and may recover all costs and fees associated with such motion to compel arbitration, and any appeal thereof, if arbitration is compelled.

EXCLUSIONS

Exclusions and Limitations

This Limited Warranty extends only to the repair or replacement, at Lexington's discretion, of defective parts. This is the exclusive remedy available. Replacement parts may not be identical to the original parts.

THIS LIMITED WARRANTY DOES NOT COVER:

1. Defects or problems related to improper transportation or installation of the home;
2. Defects or problems related to improper site preparation, improper setup or leveling of the home, including retailer/display stock models;
3. Defects or problems related to soil conditions at site; such as settling of the soil or shifting soil conditions or problems resulting from an inadequate foundation, improper grading, settling, or improper drainage of the site (NOTE: It is recommended that downspouts and gutters be utilized to channel the water away from the structure.);
4. Failure to adequately ventilate the crawl space in accordance with the Lexington Set Up Manual or State or Local building codes, whichever is more stringent;
5. Failure to comply with instructions contained in the Lexington Set Up Manual and Lexington Owner's Manual;
6. Any defect or damage caused by failure to maintain the home, abuse, misuse, neglect, carelessness, theft, vandalism, natural disasters, high winds, hail or "acts of god."
7. Routine maintenance such as leveling, adjusting doors and windows, caulking, etc.;
8. Any home used for rental or commercial purposes;
9. Any appliance, including, but not limited to, range and oven, refrigerator, dishwasher, furnace, washer, dryer, and garbage disposal. Appliances are usually covered by warranties from the manufacturers who made them. These warranties are included in the manufactured home owner's packet with the Owner's Manual or are located on the appliance itself. **IN ANY CASE, LEXINGTON MAKES NO WARRANTY WHATSOEVER WITH RESPECT TO SUCH APPLIANCES, WHETHER SUCH APPLIANCES ARE OTHERWISE WARRANTED OR NOT;**
10. Deterioration from wear or exposure (Please refer to Owner's Manual);
11. Tires or brakes, furnishings, window coverings or carpet wear in high traffic areas;
12. Any defect caused by alteration, modification or re-installation of the home;
13. Any defect which would not have occurred if the instructions in the Lexington Owner's Manual and/or Set Up Manual had been followed;
14. Deterioration caused by loads for which the home was not designed to support or resist;
15. Alterations or modifications provided by retailer or other third parties; such as damage due to improper placement of A/C condensation line, mismatched shingles, damage due to improper dryer venting or damage to bottom board by third party installations such as water, electric, sewer, gas or HVAC;
16. Water distribution leaks on systems that have water pressure supplies at 80 psi or greater;
17. Roof leaks caused by ice or debris build-up, ice or debris water ponding on the roof;
18. Loss of time, inconvenience, commercial loss, loss of use of the home, incidental charges such as telephone calls, hotel bills or other incidental or consequential damages.
19. The use of portable kerosene heater or other type of fuel in the home;
20. Use of the home as a support structure for objects attached to it such as awnings, carports, garages, etc.;

21. Problems resulting from condensation;
22. Mold. If mold growth results from a condition that is no longer covered by the *One Year Limited Warranty*, the homeowner will be responsible for all costs of remediation and repair. If, however, mold growth results from a condition that is still under warranty (e.g., a plumbing or roof leak within the covered warranty period), Lexington is responsible for the following:
 - a. Repair of the leak or condition that caused the mold growth;
 - b. Removal or cleaning of affected building materials;

Lexington will NOT be responsible for any other losses, damages, or claims, caused or alleged to be caused by MICROBIAL MATTER or other alleged contamination, including, but not limited to, property damage, personal injury, loss of income, legal fees or expenses, emotional distress, mental anguish, death, loss of use, loss of value, all other economic loss, adverse health effects, or any other effects.

How to Obtain Warranty Service

To obtain service under this Limited Warranty, you must follow these steps:

1. Inspect your home thoroughly to determine exactly what service is required.
2. Make a list of the required service. Be sure to sign and date the list.
3. Contact your retailer. Provide the retailer with a copy of your list. By agreement with Lexington, the retailer is obligated, at no charge to the owner, to provide for, arrange for, repair or replace any parts necessary to correct defects in material or workmanship. If your request for service is not resolved to your satisfaction, make sure the request has been called to the attention of the general manager or owner of the retail store.
4. If your request for service has not been answered to your satisfaction within a reasonable length of time, write (include the complete serial number of your home, your telephone number and a copy of your list of required service) and/or call the factory at the address or phone number listed on the cover of this manual.
5. In the event your retailer and the Lexington factory representative have been unable to resolve the problem, write to the Consumer Affairs Manager, 1001 N. Central Avenue, Suite 800, Phoenix, AZ 85004. Include the complete serial number of your home, your telephone number and a complete list of the requested warranty service and the attempts made by the retailer and factory to resolve the problem.

NOTE REGARDING HOMEOWNER MAINTENANCE

Lexington's Service Department is in place to provide the highest level of warranty service possible. It is not a function of our Service Department to provide home maintenance. Nevertheless, we are often asked to perform routine homeowner maintenance items such as unplugging toilets, fixing dripping faucets or faucet aerator blockage, changing furnace filters, replacing smoke alarm batteries, and the like. You are expected to perform normal routine maintenance of your home. Failure to maintain your home according to your Owner's Manual could void the coverage provided under this warranty. Please refer to your Owner's Manual for further information regarding homeowner maintenance.

THE REMEDIES PROVIDED IN THIS WARRANTY ARE THE SOLE REMEDIES PROVIDED BY LEXINGTON HOMES.

PRIOR TO THE INITIATION OF ANY LEGAL WARRANTY CLAIM, INCLUDING A CLAIM FOR REPURCHASE OR REFUND, TO THE EXTENT NOT PROHIBITED BY ANY APPLICABLE LAW, THE MANUFACTURER REQUIRES THAT THE OWNER FIRST PROVIDE IT WITH DIRECT WRITTEN NOTIFICATION OF ANY DISSATISFACTION EXPERIENCED WITH THE HOME SO THE MANUFACTURER HAS THE OPPORTUNITY TO CURE THE PROBLEM OR DISSATISFACTION ITSELF. GIVING THE MANUFACTURER THIS DIRECT NOTICE AND OPPORTUNITY TO CURE ENABLES THE MANUFACTURER TO SUPPLEMENT PRIOR EFFORTS BY ITS AUTHORIZED RETAILER SO ANY ONGOING PROBLEM OR DISSATISFACTION CAN BE RESOLVED OR ADDRESSED BY THE MANUFACTURER.

ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE APPLICABLE TO THE ITEMS OR COMPONENTS COVERED BY THE EXPRESS WARRANTY IS LIMITED IN DURATION TO THE PERIOD OF THE EXPRESS WARRANTY. SOME STATES DO NOT ALLOW LIMITATIONS ON HOW LONG AN IMPLIED WARRANTY LASTS, SO THE ABOVE LIMITATION MAY NOT APPLY TO YOU.

THIS WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS, AND YOU MAY ALSO HAVE OTHER RIGHTS WHICH MAY VARY FROM STATE TO STATE. ADDITIONALLY, THIS WARRANTY CONTAINS SPECIFIC EXCLUSIONS, THE VALIDITY OF WHICH MAY VARY FROM STATE TO STATE.

LEXINGTON HOMES IS NOT RESPONSIBLE FOR ANY UNDERTAKING, REPRESENTATION OR WARRANTY MADE BY A RETAILER OR OTHER PERSON BEYOND THOSE EXPRESSLY SET FORTH IN THIS WARRANTY.

ABOUT YOUR HOME...

GENERAL INFORMATION

This section of the Homeowner's Guide offers general information about your home's systems, some safety and security measures to take, and some tips that can help prolong the life of your home.

This Guide contains important information about your home. Please read it thoroughly and carefully.

ELECTRICAL SYSTEM

- ✔ Light fixtures, outlets and wiring in your home meet applicable standards for manufactured home electrical service. Your electrical system is grounded and protected by circuit breakers located in the electrical service panel box.
- ✔ Branch circuits in the panel are usually grouped for convenience and are labeled for easy identification.
- ✔ Two or more 20-ampere, 120-volt circuits are provided for the kitchen and dining areas. Other outlets throughout the home are on 15-ampere circuits.
- ✔ Bathroom, some kitchen and any manufacturer-installed outdoor outlets are protected by Ground Fault Circuit Interrupter (GFCI) outlets. This includes the receptacle outlet located on the underside of the house within 2 feet of the water supply inlet. This receptacle is for an electric heat tape used in extremely cold climates. Please consult your Retailer for details.
- ✔ **Do not connect any equipment or tools to the receptacle on the underside of the home.**
- ✔ **Do not connect electrical appliances needing a constant source of power, such as refrigerators or freezers into the GFCI.** The GFCI may "trip" on occasion as a safety precaution. Again, items needing a constant flow of electricity should not be plugged into this outlet or any GFCI outlet.
- ✔ If the heating unit or other appliances in your home require 240-volt circuits, these circuits will have separate breakers and will be clearly identified.
- ✔ If circuit overloads or shorts occur, the breaker will "trip," and the circuit will be disconnected. After the fault is corrected, restore power to the circuit by resetting the breaker.

See the *Electrical Troubleshooting* section of this Homeowner's Guide for more information, beginning on **page 23**.

AIR CONDITIONING

Lexington Homes does not provide air conditioning for your home. The manufacturer does list the sizing information for your air conditioning on the data plate located below the kitchen sink or in the master bedroom closet. This information is critical for the appropriate sizing of your appliance. Oversized air conditioners can create many problems for the living comfort in your home such as condensation, excessive moisture and other related problems. These problems are not covered under the *Lexington Homes One Year Limited Warranty*. Please ensure that your air conditioning specialist acquires this information.

APPLIANCES

Operating instructions for your appliances have been provided with your home. Please read the instructions for important information about the use, operation and maintenance of your appliances.

WHOLE HOUSE VENTILATION SYSTEM

Your home is equipped with a whole house ventilation system designed to provide fresh air to the interior of your home. There are several types of systems that may have been provided with your home depending on your locality and other options offered. Regardless of the system, the operation is easy - merely activate the switch marked **“WHOLE HOUSE VENTILATION”**.

You are encouraged to operate this system whenever you are in your home and turn it off while away. There is no disadvantage to leaving the system on while you are away other than the slight increase in energy consumption.

Your system should be relatively maintenance free. If periodic inspection is required there will be special instructions provided with the system.

PLUMBING

Your plumbing system and all fixtures are similar to those found in site built homes. **Maintenance materials or parts are usually available at most hardware building supply stores, or from your Retailer.**

HOME SAFETY

Several safety devices and features were included in the design of your home.

Smoke Alarms —Smoke alarms are located on a ceiling in each of the bedrooms and in living areas (living rooms, dens and family rooms). These smoke alarms might have been installed without the batteries connected. These batteries need to be connected in accordance with the manufacturer’s instructions.

These smoke alarms operate as part of the electrical system and in the case of a power failure are equipped with a battery backup power source. The battery installed in each alarm should be checked and changed annually or in accordance with manufacturer’s instructions.

The matched system of smoke alarms installed in your new home has been provided in compliance with changes in the Federal Standards regulating construction of manufactured housing and to offer you a safer home. To insure that the system continues to provide its intended service, the following warning should be noted.

WARNING:

IF, FOR ANY REASON, ONE OF YOUR EXISTING SMOKE ALARMS SHOULD REQUIRE REPLACEMENT, EVERY ATTEMPT SHOULD BE MADE TO OBTAIN A DEVICE OF THE SAME MANUFACTURER’S BRAND. INTERNAL POWER AND SIGNAL CIRCUITRY MAY NOT BE COMPATIBLE WITH INTERMIXED BRANDS. THIS COULD CAUSE THE SYSTEM TO FUNCTION IMPROPERLY AND/OR DAMAGE INDIVIDUAL SMOKE ALARMS AND RENDER THEM INOPERABLE. CHECK WITH YOUR LOCAL HOME IMPROVEMENT STORE OR YOUR HOME RETAILER.

Instructions for operating and testing the smoke alarms are located in the Owner's Information Envelope. You should locate and become familiar with these instructions. If you need help in finding or operating the smoke alarms, contact your Retailer or the plant Customer Service Department.

Emergency Exits — At least two exterior doors and at least one window in each bedroom have been designed for use as emergency exits. Learn the location of all these doors and windows and how to operate them.

**WARNING:
DO NOT BLOCK THESE EXITS
WITH FURNITURE
OR STORED MATERIALS**

As part of your home emergency planning, develop and practice emergency procedures with your family. Review an emergency exit plan, and teach each member of your family the best and quickest route of escape.

System Design & Components — The electrical, plumbing, heating, structural and transportation systems in your home were designed and installed to comply with Federal safety performance standards.

If these systems ever require service or modification, always consider how the modification or service will affect the system or other related systems.

Replacement components should always be rated equal or better than the original, and must be compatible with other system components.

Wind Safety — The Lexington Homes Installation Manual contains detailed instructions on how to tie down your home. If your home is not properly tied down, it may slide or be upset during high winds. If you have questions about your home's tie-down system, contact your Retailer for details on tying down your home.

YOUR HOME'S SITE

After your home is properly installed on the site, you should do periodic inspections or maintenance on the site and the home installation itself. Here are some things to consider:

Skirting — Your home may have been installed with optional skirting that encloses the space beneath the home. This skirting must be vented to allow the escape of moisture from the ground. If the vents are not provided or are blocked, moisture will build up under your home and, over time, cause mold or damage to structural components. Clothes dryers must be vented to the outside of the home. Do Not Vent A Dryer to the Underside of Your Home. Please refer to the Lexington Homes Installation Manual for venting requirements.

If your home has skirting, be sure to check it yearly. Make sure vents are not blocked.

Damage caused by improper venting is not covered by this warranty.

Site Maintenance — Uneven site settling could cause the home to become unlevel.

If you determine that your home is not level, contact your Retailer. Unless you have made specific arrangements with your Retailer, you are responsible for re-leveling your home.

If you landscape around your home, remember to prepare the soil or install flower boxes, etc. in such a way that rain water, sprinkler or irrigation water is diverted away from your home. Do not allow water to run under the home.

Moving Your Home — Should you have to move your home, we recommend using a licensed, reputable firm specializing in manufactured home moving.

Such a firm should be equipped to handle any size home as well as ensure that state and local regulations are met.

Your home must be properly prepared for shipment by such a licensed firm. Follow the directions given to you by the moving company. To ensure the safety and protection of your home, the open portions of a multi-section home must be braced and enclosed with weather resistant materials. Failure to properly prepare your home for shipment could result in damage to the home and/or injury to people.

NOTE:
PROBLEMS CAUSED BY
MOVING AND REINSTALLING THE HOME ARE NOT
COVERED UNDER YOUR WARRANTY.

We recommend you follow the instructions of your moving company. However, we'd like to suggest that you prepare a checklist. Some things the moving firm will handle. Some things you'll want to do. You may want to review the suggestions on site preparation and set-up with the person in charge of your move. Listed below are helpful tips:

1. Pack and secure your furnishings and secure all loose items to prevent damage while in transit.
2. Remove all dishes, pictures, clocks, radios, lamps, and other fragile items that are not securely fastened and pack them in moving boxes.

3. Be sure all doors and drawers are secured so they will not swing or slide open.
4. Prevent the refrigerator door from opening by using a padded strap or other restraint. Attach the strap to the wall.
5. Be sure to ask if the home's load is properly balanced and that the weight of your household belongings are evenly distributed. *Do not exceed either the Gross Vehicle Weight Rating (GVWR) or Gross Axle Weight Rating (GAWR) of the home.* Manufactured homes are not designed to be moving vans.

WARNING:

STEPS, STORAGE SHEDS, OIL DRUMS, CONCRETE BLOCKS, LAWN MOWERS, BOATS, PIANOS, OR LARGE HEAVY BOXES, ETC. ARE NOT ITEMS TO BE SHIPPED IN THE HOME.

You may be liable for penalties or overweight charges. Most localities have public scales where loaded vehicle weight can be checked.

6. Be sure to have the operation of the brakes checked, particularly after the home has been in place for an extended period. All electrical connections must be clean and tight. Damaged or worn brake linings are to be replaced before the home is moved over the highway.

The entire undercarriage of the home must be checked to ensure sufficient road clearance. All tires must be checked for condition and proper inflation. Wheel lugs must be examined for tightness. The wheel bearings must be checked, repacked with grease if necessary, and the spindle nut adjusted for the proper tightness.

7. Close all windows. Lock all doors.
8. Cap the water inlet and sewer outlet lines.
9. Reinstall removable hitch assembly (if applicable).

If your home is moved from one location to another, you should have insurance coverage in the event the home is damaged in transit. This coverage may be provided by the carrier who moves your home; however, you should inquire about this prior to a move. The purpose of such insurance is to cover damage due to collision or upset during any move. This is usually available on a term or trip basis.

HOUSEHOLD TIPS

- ✓ Add door stops, especially if you have small children. It's easy enough to do. It doesn't cost much. They prevent interior door knobs from hitting walls. Just one good swing and a door knob can do damage.
- ✓ Extensive burning of scented candles and/or cigarettes, pipes, etc. may leave a residue on furniture, appliances, fixtures and clothing. This damage is not covered by your warranty.

EXTENDED VACATION TIPS

- ✓ If you plan on leaving your home unattended and/or unheated for a long period, *turn off the main water inlet valve and drain the water lines.*

WINTERIZING TIPS

- ✓ Wrap exposed fuel lines with insulating material. It is normal for a small amount of water to condense in the fuel tanks and collect in fuel lines. If this water freezes, fuel delivery to the heating system and other appliances may be interrupted and cause problems.
- ✓ Wrap exposed water inlet lines under your home with insulating material.

In extremely cold climates, an electric heat tape should be installed on your main water inlet. Consult your Retailer for additional information.

**WARNING:
HEAT TAPE MUST BE UL APPROVED & LISTED
FOR MANUFACTURED HOUSING.**

- ✓ During snow season, be sure to brush excessive snow off the roof. Damage caused by the weight of excessive snow is not covered under your warranty.

HEATING/COOKING TIPS

- ✓ Do not use kerosene or other fuel-burning heating or cooking appliances inside the home. Not only can the use of such appliances be harmful to your health, but they also release large amounts of water vapor into the air that can cause moisture damage to your home.

**WARNING:
PORTABLE FUEL-BURNING APPLIANCES ARE NOT SAFE FOR HEATING
OR COOKING INSIDE YOUR HOME. ASPHYXIATION FROM OXYGEN DEPLETION
OR CARBON MONOXIDE POISONING CAN OCCUR IF THESE DEVICES
ARE NOT PROPERLY VENTED TO THE OUTSIDE.**

DESERT TIPS

- ✓ If your home is located in a hot, dry area and you plan to leave it unoccupied in summer, several five-gallon pails of water placed inside will help increase the relative humidity. This can reduce the chance of doors, countertops and furniture warping. You might have a friend or relative check periodically to see that the pails are filled.
- ✓ Also ask a friend or relative to run water in sinks, tubs, toilets, and showers to keep the plumbing traps full. This will help keep sewer odors from collecting in the home.

CARING FOR YOUR HOME...

EXTERIOR MAINTENANCE

You must properly maintain your home to keep up the home and its appearance. By doing so, it will keep you comfortable, safe and help protect your investment. In the long run, minor fixes cost far less than major ones.

FRAME

- ✓ Your home's steel support frame has been coated with a rust inhibitor. If rust appears, clean the area and re-coat with a rust preventive material.

UNDERSIDE OF THE HOME

- ✓ The underside of your home has a special retarder material to resist moisture and rodents. If you damage this protective barrier, you must repair any openings. Please refer to the Lexington Homes Installation Manual for proper repair methods.

FINISHED EXTERIOR WALLS

- ✓ Exterior trim and exterior siding must be painted or stained periodically to maintain its appearance and to resist water. Use latex (water-based) paint or water-based stains only. *Deterioration, mold and/or mildew of wood trim or exterior wood caused by lack of maintenance is not covered by the warranty.*

Your Retailer can advise you on the best materials to use for your climate area and conditions.

FINISHED METAL WALLS & VINYL SIDING

- ✓ Wash exterior metal surfaces and vinyl siding as you would an automobile. Always wash the exterior metal and vinyl surfaces with mild soap and water. Your Retailer can recommend products suitable for your home. *Never use abrasive cleansers or pads. Do not "dry dust."*

CAULKING & SEALANTS

- ✓ Check around trim, vents, window, door frames and other openings in the walls at least annually. Remove any caulk that is cracked, dried out or peeling away. Re-caulk or reseal with flexible, non-hardening caulks and sealants.

LOCKS & LATCHES

- ✔ Lubricate locks, latches, and hinges once a year with a powdered graphite lubricant. If your home is located in an area with very high humidity or is exposed to salty air, you may want to do this more often.
- ✔ A record should be kept of identification numbers of keys and the manufacturer of the lock installed in your home. You will need this information to obtain replacements for lost keys.

WINDOWS

- ✔ Be sure latches are adjusted as needed, and lubricate the window guides with a silicone spray at least once a year.
- ✔ Inspect the outside window frames yearly. Be sure the screws that fasten the window to the exterior wall are tight. Inspect the caulk and reseal the window frame if necessary. Your Retailer can recommend a good sealant for your windows.
- ✔ In cold climates, especially in areas of high humidity, water vapor may condense on the glass. Purchasing and installing storm windows designed for your home will help reduce this condensation. Storm windows will also help keep the heat in and the cold out.

ROOFS

All Roofs

- ✔ Seams, vents, flashings and caulked joints should be resealed once a year. Always use sealants that remain flexible. Follow the manufacturer's instructions when applying coatings and sealants. Sealants are available in many colors for matching.
- ✔ Keep the roof clear of leaves and debris because this may damage the roof.
- ✔ Keep gutters and downspouts free of leaves and debris.
- ✔ Accumulations of ice and snow can damage your roof. In particular, ice forming along the eaves can cause roof leaks from a backup of water underneath the shingles. Damages such as these are not covered by the warranty. Do not let buildups occur. Inspect and maintain your roof frequently, especially after the winter, after heavy snow, high winds and heavy rain.

Shingle Roofs

- ✔ Periodically inspect the sealants around vents and chimneys. Make repairs as necessary.

Metal Roofs

- ✔ Your metal roof is made of galvanized steel. All vent caps, roof vents, and other flashings are coated during the manufacturing process. This is to ensure a watertight seal. Regular preventive maintenance is necessary to avoid damage that may occur from leaks due to excessive heat or harsh weather conditions.
- ✔ After the first year, we recommend that you coat the entire metal roof with a good white or aluminum roof coating. Your Retailer can recommend suitable coating products.

INTERIOR MAINTENANCE

FLOOR COVERINGS

- ✔ Taking care of your floor protects your investment. Regular cleaning of vinyl floor coverings removes dirt that scratches the surface that can dull the finish.
- ✔ When moving appliances or furniture, be careful not to cut, scratch or gouge the floor coverings. This damage is not covered under your warranty. Continuous exposure to sunlight can cause discoloration, which is not covered by your warranty. (See *VINYL FLOOR NOTICE* on page 28 of this Homeowner's Guide for additional information)
- ✔ Proper care of your carpet will extend its life. Continuous exposure to sunlight can cause discoloration, which is not covered by your warranty. Frequent vacuuming removes dirt particles which damage the carpet. Vacuuming only removes surface dirt. For deeper cleaning, we recommend a professional carpet cleaning when necessary, or every year to renew the life and color of your carpeting. Self shampoos may leave the carpet and carpet pad saturated. This may damage your floor. This type of damage is not covered by your warranty.

INTERIOR WALLS

- ✔ Take care when cleaning interior walls. Some products may discolor the wall surface.

CONDENSATION

- ✔ The materials used to build your home do not produce moisture. When the outdoor temperatures dip and the air is cold, you may experience the effects of condensation. For example, you'll see droplets on windowpanes. Although condensation occurs naturally, you need to know how it affects your home and what to do to reduce or prevent it.

Here are frequently asked questions about condensation and some answers...

Q. — In cold weather, my windows look like they're sweating. Is that condensation?

A. — Yes. Your windows are a good way to know if the humidity in your home is too high.

Q. — Isn't my insulation supposed to keep my home warm or cool? Is something wrong with my home?

A. — Your insulation is designed to keep your home comfortable in the climate in which your home site is located. And no, there is nothing wrong with your home. Quite the opposite is true. The windows and doors in your home are tightly sealed.

Q. — Where does all the water come from?

A. — The moisture in the air comes from many sources.

Some of the most common are:

Cooking	Bathing/Dishwashing
Floor mopping	Clothes drying
Gas appliances	Humidifiers
House plants	Aquariums

As you can see, just the normal course of living adds a great deal of moisture to the air.

Q. — What will all this moisture do to my home?

A. — The least it will do is fog your windows. If it is really cold outside, frost or even clear ice could form on the inside of the glass. The damage caused by excessive humidity and condensation can be invisible, and worse, expensive to fix. **Please remember that this damage is not covered under the Limited Warranty.**

Q. — What can I do to reduce or eliminate condensation?

A. — The two most important things are:

1. **Reduce the amount of moisture in the air; and,**
2. **Increase ventilation. (Please refer to the *Ventilation* section of this Homeowner's Guide on page 19.)**

Q. — But, how can I reduce the moisture in the air?

A. — Water trapped under the house can migrate into the home. Repair any holes or openings to the covering installed on the underside of the actual home itself. Be sure the ground under your home is sloped to ensure proper drainage. **Do not cover-up or close skirting or foundation vents during winter months.** For more information, see the **Site Preparation** section of the **Lexington Homes Installation Manual**.

Here are some do's and don'ts about reducing the moisture in the air:

- ✔ **Be sure your household appliances vent to the outside and not under the home. One example is your clothes dryer. Follow the dryer manufacturer's installation instructions.**
- ✔ Avoid placing pans of water on the stove or in heat ducts to raise the humidity.
- ✔ If you operate or use vaporizing inhalers or similar devices, always provide adequate ventilation.
- ✔ **NEVER use open flame gas or kerosene-burning heaters indoors.**

To control humidity with heat:

- ✔ Clean furnace air filters regularly to keep good air circulating. This can also help lower heating bills.
- ✔ Keep registers and the furnace blower clean and unobstructed. This helps air circulation and again can lower your energy costs.
- ✔ Install storm windows.
- ✔ Do not operate a humidity device that attaches to your furnace.

HUMID CLIMATES

✔ **Recognize early signs of moisture problems**

Big moisture problems start as small ones, and any moisture problem is more easily cured if it is discovered early. The following are warning signs of possible moisture problems: persistent musty smells; discoloration on walls or ceilings; swelling of floor, wall, or ceiling finishes; condensation on window glass. **If you notice signs of moisture accumulation, immediately clean and dry that area thoroughly, then check the following:**

✔ **Eliminate excess moisture**

Many moisture problems begin with excess amounts of water introduced into the air by common household activities, such as cooking and bathing. Ventilation fans should be turned on during such activities. They should be left on for a short amount of time after the activity ceases. Do not allow water to collect under the home and insure your dryer is properly vented. Consider using a dehumidifier in your home.

✔ **Check the size of your air conditioner or heat pump**

Air conditioners and heat pumps should be sized to meet the cooling needs of your home. Equipment that is too large will turn on and off frequently not allowing the indoor air to dehumidify.

✔ **Do not use unvented propane, kerosene or combustion heaters**

About a gallon of water vapor is released into the air for every gallon of fuel consumed. This is a significant source of water vapor that can quickly cause damage.

✔ **Do not cover or close off the registers**

In many homes, air from the heat or air conditioner is distributed through registers. Covering these registers with furniture or rugs can cause an imbalance in the system and create cold spots on room surfaces, increasing the potential for moisture condensation.

✔ **Check the filter monthly**

Clogged filters can interfere with an air conditioner's ability to remove moisture from the air, and in some cases interfere with condensation drainage. Dirty filters should be replaced. Consider using pleated filters for better dehumidification.

✔ **Keep the thermostats set above 75°F in hot, humid climates**

Keep the thermostat setting at or above 75°F in the summer. In high humidity climates, a lower setting could cause water to condense inside wall cavities.

INFORMATION ABOUT MOLD AND IMPORTANT NOTICES

Mold is a fungus that occurs naturally in the environment and serves necessary functions including aiding in the decomposition of plant and other organic material. Mold spreads by means of microscopic spores borne on the wind and is found everywhere life can be supported. Residential home construction is not, and cannot be, designed to exclude mold spores. Mold has existed for millions of years, and human beings have coexisted despite their exposure to mold and mold spores.

If the proper conditions are present, mold can and will grow in your home. Most people are familiar with mold growth in the form of bread and cheese and on bathroom tile. In order to grow, mold requires a food source. These food sources might be supplied by items found in the home, such as fabric, carpet, wallpaper, or building materials (i.e., drywall, wood, and insulation). Also, most mold growth requires a temperate climate. The best growth occurs at temperatures between 40°F and 100°F. Most importantly, mold growth requires moisture, and moisture is the only growth factor that can be controlled in a residential setting. By minimizing interior sources of moisture, mold growth can be reduced or prevented. However, if optimal growth conditions persist, mold can develop within 24 to 48 hours.

Moisture in the home can stem from a variety of sources such as spills, leaks, overflows, condensation, damp or standing water in the crawl space and human activity such as showering or cooking. Good housekeeping and maintenance practices are essential to preventing or reducing mold growth.

WHAT THE HOMEOWNER CAN DO

The homeowner can take positive steps to reduce the occurrence of mold growth in the home, and thereby minimize any possible adverse effects that may be caused by mold. These steps may include, but are not limited to, the following:

- Before bringing items inside, check for signs of mold. Potted plants (roots and soil), furnishings, or stored clothing and bedding materials may contain mold spores.
- Regular vacuuming and cleaning will help reduce levels of settled mold spores. Additionally, detergent solutions and most tile cleaners are effective in controlling mold growth on surfaces.
- Keep the humidity in the home below 40%. Ventilate kitchens and bathrooms by opening windows, using exhaust fans, or running the air conditioning to remove excess moisture in the air and to facilitate evaporation of water from wet surfaces. In general, windows or doors should be opened periodically to ventilate the home.
- Promptly clean up spills, condensation, and other sources of moisture. Thoroughly dry any wet surfaces or material. Do not let water pool or stand in your home. Promptly replace any materials that cannot be thoroughly dried, such as drywall or insulation.
- Inspect for leaks on a regular basis. Look for discolorations or wet spots. Repair any leaks promptly. Inspect condensation pans (refrigeration and air conditioners) for mold growth. Take notice of musty odors and any visible signs of mold growth.

Other actions the homeowner can take to prevent moisture issues include the following:

- Do NOT use unvented propane, kerosene, or other unvented combustion heaters.
- Do NOT cover or close off the floor registers.
- Check your cooling equipment filter on a monthly basis.
- Use the air conditioner or a dehumidifier during humid months, particularly during the summer in hot, humid climates.
- Use exhaust fans in kitchen and bathrooms to remove excess moisture.
- Clean the bathroom with mold-killing products.
- If repainting, use mold-inhibitors which may be added to paint.
- If factory-equipped, your home comes with the proper HVAC equipment. If you add HVAC equipment, be sure to use appropriately sized air conditioning or heating units.
- Ensure that the clothes dryer is vented to the outside.
- Ensure that the site is properly graded and provides adequate drainage.
- Ensure that moisture/water is not collecting in the floor cavity.

For more information about mold, and what you can do to reduce moisture and mold growth in your home, please refer to the following websites and literature:

1. U.S. Environmental Protection Agency. A Brief Guide to Mold, Moisture, and Your Home. 2002
<http://www.epa.gov/iaq/molds/moldguide.html>
2. U.S. Environmental Protection Agency. Mold Remediation in Schools and Commercial Buildings 2001.
http://www.epa.gov/mold/mold_remediation.html

VENTILATION

The windows and doors in your home are tightly sealed. Due to increased thermal requirements, additional insulation has been added in the walls, floor and roof cavity. When the windows and doors are closed, fresh air flow is reduced. This means that any contaminants introduced into the home (for example, cigarette smoke, burning scented candles, cooking oils, moisture, etc.) will stay in your home unless mixed with fresh air from the outside. This material will build up and be distributed throughout your home by the heating or cooling system, and may show up on your walls as a black or brown residue.

To prevent this buildup we strongly recommend that you clean your furnace and exhaust fan filters regularly, and make every effort to increase ventilation.

Here are some do's and don'ts to increase ventilation:

- ✓ Use the whole house ventilation system as mentioned on **page 7**.
- ✓ Use the kitchen and bath exhaust fans, if equipped, when cooking or bathing.
- ✓ Open doors or windows.
- ✓ Do not tape windows or doors.
- ✓ Avoid overcrowding closets or wardrobe space.
- ✓ Avoid placing heavy, upholstered furniture directly against walls. Allow some room for air flow.
- ✓ Stock kitchen and bath cabinets in such a way as to allow air to flow.
- ✓ Open drapes as often as possible.
- ✓ Do not obstruct air vents.

KEROSENE HEATER USAGE

✔ **YOU SHOULD NOT USE A KEROSENE HEATER IN YOUR HOME.**
We cannot stress this enough, and, we want you to know why. You risk voiding your warranty coverage, but more importantly, you risk your health.

1. Your warranty excludes coverage for problems caused by the use of kerosene heaters.
2. Lexington Homes will not accept responsibility for any damage or possible injury caused by the use of kerosene heaters.
3. Health risks jump dramatically when kerosene is burned. Scientific studies indicate that colds, lung infections and other chronic illnesses increase when room air is contaminated with gases from burnt kerosene. Unvented heaters put unhealthy gases and particles into the air. Asphyxiation is a possibility. The potential for cancer may be increased.
4. Walls and ceilings become dirty with soot and chemical residue when kerosene is burned.
5. Unvented heaters accumulate moisture in the home which may condense on the windows, inside wall and roof cavities which you cannot see. Exterior siding may also warp, and accelerated deterioration of the home is probable.
6. Many home fires are a result of improper use of kerosene heaters.
7. **The bottom line: don't use a kerosene heater in your home.**

APPLIANCES

✔ To help prolong the life of your appliances, please refer to the operating manuals included in the Owner's Information Envelope. If you have questions about the operation of any appliance or if you have a problem, call your Retailer who will coordinate service for you.

CAUTION: If a clothes dryer is installed in your home, it must be vented to the outside of the home as described in the Lexington Homes Installation Manual. If skirting or a foundation is installed around your home, the dryer moisture must be vented outside the skirting or foundation.

CAUTION: If your home is equipped with an electric water heater, be sure it is filled with water before the electricity is turned on. Otherwise, the heating element may be damaged.

PLUMBING FIXTURES

Caulking

- ✔ If your tubs, showers and similar fixtures have caulking, check the caulking once a year. Remove any materials that are cracked, dry or peeling away. Re-caulk or reseal with appropriate flexible, non-hardening caulks and sealants.

Fiberglass, Acrylic or Other Plastic Fixtures

- ✔ Clean the surfaces with warm water and a mild detergent. Abrasives will scratch, dull or discolor the surface. Do not use ammonia or any cleaner containing ammonia. Repair kits are available at local hardware or paint stores in a variety of colors and finishes that can be used to fix minor scratches or chips. Local fiberglass repair services can usually fix major damage. Continuous exposure to sunlight can cause discoloration, which is not covered by your warranty.

Porcelain Fixtures

- ✔ The porcelain enamel finish on sinks, tubs, range tops, appliances, or other surfaces may chip or become pitted or porous if not cared for properly. To protect the appearance and life of porcelain surfaces:
 - Clean with warm water and mild detergent. Avoid harsh abrasive cleaners or metal pads.
 - If your porcelain surfaces become badly chipped, stained or dirty, local hardware or plumbing retailers can recommend products that can restore the finish without damage.

HEATING & AIR CIRCULATION SYSTEM

- ✔ Your home is equipped with a central, forced-air heating system. See the furnace manufacturer's instructions for proper operation, maintenance and service information. Please read the following warnings carefully.

WARNING: Read any specific instructions supplied by the furnace manufacturer concerning the installation of components on site, operation, maintenance, and lighting of any gas or fuel oil furnace before attempting to operate the heating system.

WARNING: Do not block the furnace combustion air intake outside the home or the flue opening on the roof.

WARNING: Service and/or alterations on your heating system should be done by qualified furnace service personnel.

FUEL OIL FURNACE SYSTEM

- ✔ Your outside fuel oil tank and supply system, which is not provided with your home, must be installed as recommended by the furnace manufacturer. The tank must be located safely away from fire or other hazards, and must be accessible for service.
- ✔ In areas of high humidity and extreme temperatures, water may condense and collect in the bottom of the tank. This condensation can be minimized by using a vented tank cap and keeping the tank full.
- ✔ A proper filter installed in the fuel line near the tank will help trap any dirt or water that may settle in the tank. Your fuel supplier may be able to drain or pump out dirt and any water. For additional information on fuel lines, please refer to the *Winterizing Tips* on **page 11** of this Guide.

GAS (LP OR NATURAL) FURNACE SYSTEM

- ✔ Your furnace may use either LP gas or natural gas. Your gas supplier can recommend types of service, or conversion from one gas to another.

ELECTRIC HEATING SYSTEM

- ✔ Electric furnaces require little, if any, maintenance.

The air circulation system is similar to that used for gas or oil systems, and should be maintained as outlined in the furnace manufacturer's operator's manual supplied with the furnace.

INSURANCE

Caring for your home also means protecting it inside and out. Exterior and interior maintenance routines are important but so is covering your home with insurance. It's a worthwhile investment that protects the value of your property and should give you peace of mind.

No matter where you live, protecting your home with insurance is a wise idea.

Certain types of insurance may be required. For example, if your home is financed, a credit life policy and hazard insurance protection are often required by the financial institution holding the mortgage.

Other types of insurance are available that cover your home in the event of natural disasters, fire, vandalism, and other destructive forces.

An insurance agent can advise you on the best coverage for your home, its contents, other adjacent buildings, and personal liability. Be sure your insurance agent understands the insurance needs of manufactured home owners.

ELECTRICAL TROUBLESHOOTING

TROUBLESHOOTING...

All homes on occasion need attention as a result of living in them and using them. This section should help you determine when professional help is needed and when you can do it yourself.

Electrical problems generally fall into two categories – complete power failures and specific circuit failures. Read both sections carefully before attempting correction. **It is wise to have a flashlight with fresh batteries available in case your power goes out.**

▼ Complete Power Failure

A complete power failure to your home can come from natural causes like storms, power company problems, or mechanical failures such as faulty main breakers.

1. *Stormy Weather*

If you lose all power during a storm or severe weather, the best thing to do is wait for the power to be restored by the power company. There is no need to turn your circuit breakers ON and OFF. It will not help. If you notice that power has been restored to other homes near you, then check your main breaker(s). You may see that breaker(s) have been tripped. If this is the case, reset the breaker(s) by turning completely OFF and ON once. If this does not restore power, you should contact the power company or an electrical contractor.

2. *Power Outages*

Sometimes, power companies have problems and there is little you can do except wait for power to be restored. Occasionally, a downed power line or damage to underground wires may cause a power outage to a single street or a portion of your neighborhood while others are not affected. If the power outage seems limited to your house and few close neighbors, call the power company and explain the problem. Always follow their directions, if any are offered.

▼ Specific Circuit Failures

This is different than losing all power. You will notice that you have power in some parts of your home and not in others. Problems with specific circuits in your home generally fall into these categories: Switchable Outlets, Ground Fault Circuit Interrupter (**GFCI**) Protected Outlets, Appliance/Fixture Problems and Circuit Overloads.

1. *Switchable Outlets*

Some of the outlets in your home may be wired to a wall switch. If a lamp or other electrical device plugged into an outlet doesn't work, check the room for wall switches. Try turning the switch on. If the device works, that outlet is wired to the wall switch. Remember, there is nothing to fix because it is designed to work this way.

2. *Ground Fault Circuit Interrupter (GFCI) Protected Outlets*

Your bathroom outlets, some kitchen outlets and any manufacturer-installed outdoor outlets are wired to a Ground Fault Circuit Interrupter breaker or outlet. This includes the receptacle outlet located on the underside of your home 2 feet from the water supply inlet.

GFCI protection is designed to protect a person against the hazards of line-to-ground electric faults and electrical shocks. These shocks are possible when an electrical appliance contacts moisture. If a circuit or appliance, like an electric shaver or hair dryer, develops a potential shock hazard of this type, the **GFCI** device is designed to disconnect the outlet and other outlets on the same circuit. This is a built-in safety feature that limits the exposure time to the shock hazard caused by electrical current leaking to ground.

The GFCI device does not prevent electric shock, nor does it protect a person who comes into contact with both "hot" and "neutral" sides of the circuit. It does not protect against electrical circuit overloads, unless it is connected to a Ground Fault Circuit Interrupter breaker.

Test the **GFCI** at least once a month.

STEP ONE. Push the "TEST" button. The "RESET" button should pop out, indicating that the protected circuits are disconnected.

STEP TWO. If the "RESET" button does not pop out when the test button is pushed, a loss of ground fault protection is indicated. Do not use the outlet or other outlets on the same circuit. Have the circuit checked by a qualified electrical contractor. Do not use the circuit until the problem has been corrected.

STEP THREE. To restore power, push the "RESET" button.

If a power failure occurs or if other outlets don't work, check the GFCI. Reset it if necessary. Check all GFCI test buttons to be sure they are all reset. If the GFCI continues to trip, have the electrical system checked by a qualified electrical contractor.

3. *Appliance or Fixture Problems*

These are generally caused by shorts or other defects in the appliance's wiring. **Sparks or smoke at the outlet or in the appliance indicate a short or other wiring defect. The circuit breaker will probably trip. Turn the breaker to that circuit OFF immediately. Remove the appliance from that outlet. Turn the breaker ON. If the breaker trips again, turn it OFF and have the circuit checked by a qualified electrical contractor.**

4. *Circuit Overloads*

The breaker will trip if you have too many appliances plugged into the same circuit and are drawing more power than that circuit can carry. For safety, the breaker will disconnect that circuit and all outlets connected to it. If this happens, remove a few appliances or devices until the circuit is no longer overloaded. Occasionally, a circuit breaker may be faulty and will falsely trip. In that case, the breaker should be checked and/or replaced by a qualified electrical contractor.

PLUMBING SYSTEM TROUBLESHOOTING

Plumbing system problems usually fall into two general categories – leaks and blockages. If you experience either of these situations, you should seek service from a plumbing professional.

If a main water line is leaking or broken or if you have a major leak in your home, turn off the main water supply to your home.

If a faucet or fixture is leaking, turn off the water supply to that fixture.

You can adjust the temperature of your hot water by setting the control on the water heater. Make only small adjustments. Be sure to allow enough time for the water to reach the desired temperature. Please read the Operating Instructions for your water heater. **Water temperatures set too high can cause scalding or burning.**

HEATING/AIR CONDITIONING TROUBLESHOOTING

Read the owner's manual for your heating/air conditioning system before you begin operating it. Instructions for filter cleaning and replacement, as well as other operating instructions, are in the owner's guide.

If your heating/air conditioning system fails to operate, check the circuit breaker. If the circuit breaker is tripped and continues to trip after you reset it, contact an authorized heating/air conditioning service center.

Remember, it may take up to ten hours to cool a home especially if the outside temperature is over 85 degrees. Similarly, if your home has been unheated during cold weather, the furnace may operate for several hours before the whole house is warmed.

**STRUCTURAL
TROUBLESHOOTING**

If your home site was properly prepared and your home properly installed, you should experience very few structural problems.

If you think your home may not be supported properly, you can perform an inspection of the support piers under your home. Check all support piers. They should all be tight up against the main framing members. They should be located as shown in the Lexington Homes Installation Manual. If any piers appear defective, contact your Retailer.

**ROOF NOISE
TROUBLESHOOTING**

If your home has a sheet metal roof, you may occasionally hear a low pitched rumble or thumping noise, especially during high wind conditions. This sound is normal. It is caused by the roof material flexing in the wind. After an extended period of very high winds or sharp gusts, you should inspect your roof as outlined in the Maintenance Section on **page 13** under *Metal Roofs*.

THINGS YOU SHOULD KNOW...

IMPORTANT HEALTH NOTICE

Some of the building materials used in this home emit formaldehyde. Eye, nose, and throat irritation, headache, nausea, and a variety of asthma-like symptoms, including shortness of breath, have been reported as a result of formaldehyde exposure. Elderly persons and young children, as well as anyone with a history of asthma, allergies, or lung problems, may be at greater risk. Research is continuing on the possible long term effects of exposure to formaldehyde.

Reduced ventilation resulting from energy efficiency standards may allow formaldehyde and other contaminants to accumulate in the indoor air. Additional ventilation to dilute the indoor air may be obtained from a passive or mechanical ventilation system offered by the manufacturer. Consult your retailer for information about the ventilation options offered with this home.

High indoor temperatures and humidity raise formaldehyde levels. When a home is placed in areas subject to extreme summer temperatures, an air conditioning system can be used to control indoor temperature levels. Check the comfort cooling certificate to determine if this home has been equipped or designed for the installation of an air conditioning system.

If you have any questions regarding the health effects of formaldehyde, consult your doctor or local health department.

THINGS YOU SHOULD KNOW...

VINYL FLOOR NOTICE

The vinyl flooring in your home is a quality durable product that was designed specifically for manufactured housing. It is installed loose on the floor so that it can better withstand the rigors of travel and the movement during set and finish process. However, despite our best efforts the manufacturing and installation process present many challenges to the flooring. We purposely select flooring styles and patterns that can be easily repaired in the case of damage during this process. The flooring can be repaired and when done properly, it will be as strong as the original floor, resilient and minimally detectable. If the vinyl in your home should sustain any damage, we reserve the right to seal or repair the damage before replacement will be considered. Because the product is installed on the open floor system before the walls are in place, it is necessary in many cases to finish the repair or replacement with a meeting or seam trim at doorways or transitions.

MANUFACTURED HOUSING STANDARDS ACT

The National Manufactured Housing Construction and Safety Standards Act of 1974 was enacted to improve the quality and durability of homes and to reduce the number of injuries and deaths caused by home accidents.

The Federal Manufactured Housing Construction and Safety Standards issued under the Act govern how homes must be constructed. Your home was manufactured to these standards. The standards do not cover such aspects of the home as furniture, carpeting, certain appliances, cosmetic features of the home and additional rooms or sections of the home that you may have added.

The Act provides that if for some reason your home is found not to meet one of the standards or to contain safety hazards, the manufacturer of the home must notify you. In some cases where there is a safety hazard involved, the Act requires the manufacturer to correct the defect at no cost to you or to replace the home or refund all or a percentage of the purchase price. If you believe you have a problem for which the Act provides a remedy, you should contact the Retailer from whom you purchased your home, the manufacturer, the State Administrative Agency (SAA) in your state or the Department of Housing and Urban Development (HUD). For your reference, the SAA's are listed on **page 33**.

We recommend that you contact your Retailer or the Manufacturer first as outlined in the *How to Obtain Warranty Service* section on **page 4** of this Homeowner's Guide. Your Retailer or the Manufacturer is properly staffed to address any concerns quickly and appropriately.

You may contact the Consumer Complaint Officer located at your local HUD, SAA or FHA office by looking in your telephone directory under U.S. Government Department of Housing and Urban Development.

The Department of Housing and Urban Development (HUD) is the agency administering the Act. You may obtain information concerning the Act or consumer rights under the Act by contacting HUD directly as follows:

Manufactured Housing Standards Division
Department of Housing & Urban Development
Washington, DC 20410
(202) 708-1112

**MANUFACTURED
HOME DISPUTE
RESOLUTION
PROCESS**

Manufactured Home Dispute Resolution Process
§ 3282.207 Manufactured home consumer manual requirements

Dispute Resolution Process

Many states have a consumer assistance or dispute resolution program that homeowners may use to resolve problems with manufacturers, retailers, or installers concerning defects in their manufactured homes that render part of the home unfit for its intended use. Such state programs may include a process to resolve a dispute among a manufacturer, a retailer, and an installer about who will correct the defect. In states where there is not a dispute resolution program that meets the federal requirement, the HUD Manufactured Home Dispute Resolution Program will operate. These are “HUD-administered states.” The HUD Manufactured Home Dispute Resolution program is not for cosmetic or minor problems in the home. You may contact HUD Manufactured Housing Program Office at (202) 708-6423 or (800) 927-2891, or visit the HUD website at www.hud.gov to determine whether your state has a state program or whether you should use the HUD Manufactured Home Dispute Resolution Program. Contact information for state programs is also available on the HUD website. If your state has a state program, please contact the state for information about the program, how it operates, and what steps to take to request dispute resolution. When there is no state dispute resolution program, a homeowner may use the HUD Manufactured Home Dispute Resolution Program to resolve disputes among the manufacturer, retailer, and installer about responsibility for the correction or repair of defects in the manufactured home that were reported during the 1 year period starting on the date of installation. Even after the 1-year period, manufacturers have continuing responsibility to review certain problems that affect the intended use of the manufactured home or its parts, but for which correction may no longer be required under federal law.

Additional Information

HUD Manufactured Home Dispute Resolution Process

The steps and information outlined below apply only to the HUD Manufactured Home Dispute Resolution Program that operates in HUD-administered states, as described under the heading “Dispute Resolution Information” in this manual. Under the HUD Manufactured Home Dispute Resolution Program, homeowners must report defects to the manufacturer, retailer, installer, a State Administrative Agency, or HUD within 1 year after the date of the first installation. Homeowners are encouraged to report defects in writing, including, but not limited to, email, written letter, certified mail, or fax, but they may also make a report by telephone. To demonstrate that the report was made within 1 year after the date of installation, homeowners should report defects in a manner that will create a dated record of the report: for example, by certified mail, by fax, or by e-mail. When making a report by telephone, homeowners are encouraged to make a note of the phone call, including the name(s) of conversant(s), date and time. No particular format is required to submit a report of an alleged defect, but any such report should at a minimum include a description of the alleged defect, the name of the homeowner, and the address of the home.

Homeowners are encouraged to send reports of an alleged defect first to the manufacturer, retailer or installer of the manufactured home, or a State Administrative Agency. Reports of alleged defects may also be sent to HUD at: HUD, Office of Regulatory Affairs and Manufactured Housing, Attn: Dispute Resolution, 451 Seventh Street, SW., Washington, DC 20410-8000; faxed to (202)708-4213; emailed to mhs@hud.gov, or reported telephonically at (202)708-6423 or (800)927-2891.

If after taking the steps outlined above, the homeowner does not receive a satisfactory response from the manufacturer, retailer or installer, the homeowner may file a dispute resolution request with the dispute resolution provider in writing, or by making a request by phone. No particular format is required to make a request for dispute resolution, but the request should generally include the following information:

- (1) The name, addresses, and contact information of the homeowner.
- (2) The name and contact information of the manufacturer, retailer, and installer of the manufactured home.
- (3) The date or dates the report of the alleged defect was made.
- (4) Identification of the entities or persons to whom each report of the alleged defect was made and the method that was used to make the report.
- (5) The date of installation of the manufactured home affected by the alleged defect; and
- (6) A description of the alleged defect.

Information about the dispute resolution provider and how to make a request for the dispute resolution is available at www.hud.gov or by contacting the Office of Manufactured Housing Programs at (202) 708-6423 or (800) 927-2891.

A screening agent will review the request and, as appropriate, forward the request to the manufacturer, retailer, installer, and mediator. The mediator will mediate the dispute and attempt to facilitate a settlement. The parties to a settlement include, as applicable, the manufacturer, retailer and installer. If the parties are unable to reach a settlement that results in correction or repair of the alleged defect, any party or the homeowner may request non-binding arbitration. Should any party refuse to participate, the arbitration shall proceed without the party's input. Once the arbitrator makes a non-binding recommendation, the arbitrator will forward it to the parties and HUD. HUD will have the option of adopting, modifying, or rejecting the recommendation when issuing an order requiring the responsible party or parties to make any corrections or repairs in the home. At any time before HUD issues a final order, the parties may submit an offer of settlement to HUD that may, at HUD's discretion, be incorporated into the order.

In circumstances where the parties agree that one or more of them, and not the homeowner, is responsible for the alleged defect, the parties will have the opportunity to resolve the dispute outside of the HUD Mediation and Arbitration process by using the Alternative Process. Homeowners will maintain the right to be informed in writing of the outcome when the Alternative Process is used, within 5 days of the outcome. At any time after 30 days of the Alternative Process notification, any participant or the homeowner may invoke the HUD Manufactured Home Dispute Resolution Program and proceed to mediation.

The HUD manufactured Home Dispute Resolution Program is not a warranty program and does not replace the manufacturer's limited warranty or any other warranty program.

YOUR HOME'S MAINTENANCE...

CALENDAR AND RECORD

- ✓ To make it easier for you to take good care of your home, we have included a timetable and a record-keeping sheet.

If you follow the instructions in this Homeowner's Guide and the instructions in the owner's/operating manuals for your appliances and other systems, your home should be comfortable and efficient for many years.

This maintenance chart should help remind you of important items that need regular attention. More detailed instructions for your appliances may be included in the operating manuals for those appliances. Items marked with an asterisk (*) should be maintained as outlined in the operating manual or tags/labels supplied with or attached to the item.

NOTE: Not all items on this list may be installed on or in your home.

EVERY MONTH

Smoke alarm*
Ground Fault Circuit
Interrupter (GFCI)

EVERY 3 MONTHS

Evaporative cooler*
Water heater*

Anchors & tie downs
Locks & latches
Air conditioner filters*
Furnace and exhaust fan
filters*

ONCE EACH YEAR

Air conditioning system*
Clothes dryer*

Clothes washer*
Kitchen & bath vent fans
Furnace*
Microwave oven*

Stove & oven*
Trash compactor*
Fire extinguisher*
Skirting
Metal roof
Exterior finish
Exterior caulking/sealants
Shingle roof
Interior caulking/sealants
Locksets/latches
Windows/doors
Electric Heat Tape*
Change smoke alarm
batteries

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STATE ADMINISTRATIVE AGENCIES (SAA)

<p>ALABAMA Alabama Manufactured Housing Commission 350 South Decatur Street Montgomery, AL 36104-4306 PH: (334) 242-4036 ext. 25 FAX: (334) 240-3178</p>	<p>ARIZONA Arizona Department of Building and Fire Safety Office of Manufactured Housing 1110 West Washington, Suite 100 Phoenix, AZ 85007-2957 PH: (602) 364-1022 FAX: (602) 364-1052</p>	<p>ARKANSAS Arkansas Manufactured Home Commission 101 E. Capitol Avenue, Suite 210 Little Rock, AR 72201-3826 PH: (501) 324-9032 FAX: (501) 683-3638</p>
<p>CALIFORNIA Department of Housing and Community Development Manufactured Housing Section 1800 Third Street, Suite 260 Sacramento, CA 95814-6900 PH: (916) 327-2651 FAX: (916) 327-4712</p>	<p>COLORADO Housing Technology & Standards Section Dept. of Local Affairs, Division of Housing 1313 Sherman Street, #321 Denver, CO 80203-2244 PH: (303) 866-4656 FAX: (303) 866-3072</p>	<p>FLORIDA Division of Motor Vehicles Department of Highway Safety and Motor Vehicles 2900 Apalachee Parkway, Mail Stop 66 Tallahassee, FL 32399-0640 PH: (850) 617-2881 FAX: (850) 617-5191</p>
<p>GEORGIA Manufactured Housing Division State Fire Marshal's Office #2 Martin Luther King Jr. Drive, #620 West Tower Atlanta, GA 30334 PH: (404) 656-3687 FAX: (404) 657-6971</p>	<p>IDAHO Division of Building Safety 1090 E. Watertower Street Meridian, ID 83642 PH: (208) 332-7151 FAX: (208) 855-9399</p>	<p>ILLINOIS Illinois Department of Public Health Division of Environmental Health General Engineering Section 525 West Jefferson Street Springfield, IL 62761 PH: (217) 782-5830 FAX: (217) 785-5897</p>
	<p>IOWA State Fire Marshall Division 215 E. 7th Street Des Moines, IA 50319-0047 PH: (515) 725-6157 FAX: (515) 725-6140</p>	<p>KENTUCKY Department of Housing, Building and Construction Building Code Enforcement Manufactured Housing Division 101 Sea Hero Road, Suite 100 Frankfort, KY 40601 PH: (502) 573-1795 FAX: (502) 573-1004</p>
<p>LOUISIANA State Fire Marshals Office Manufactured Housing Division 8181 Independence Blvd. Baton Rouge, LA 70809 PH: (225) 362-5500 or (800) 256-5452 FAX: (225) 925-3813</p>	<p>MAINE Maine Manufactured Housing Department of Professional and Financial Regulations 35 State House Station Augusta, ME 04333-0035 PH: (207) 624-8678 FAX: (207) 624-8637</p>	<p>MARYLAND Maryland Code Administration Department of Housing & Community Development 100 Community Place Crownsville, MD 21032-2023 PH: (410) 514-7444 FAX: (410) 987-8902</p>
<p>MICHIGAN Bureau of Construction Codes P.O. Box 30254 Lansing, MI 48909 PH: (517) 241-9302 FAX: (517) 241-9570</p>	<p>MINNESOTA Department of Labor and Industry Construction Codes and Licensing Division Building Codes & Standards Division 443 Lafayette Road North St. Paul, MN 55155-4341 PH: (651) 284-5869 FAX: (651) 284-5749</p>	<p>MISSISSIPPI Manufactured Housing Division State Fire Marshal's Office Woolfolk State Office Building 501 North West St., 10th Floor, Suite #1001 Mailing Address: P.O. Box 79 Jackson, MS 39205 PH: (601) 359-1061 FAX: (601) 359-1076</p>
<p>MISSOURI Missouri Public Service Commission Manufactured Housing and Modular Units Program 200 Madison Street, Suite 500 P.O. Box 360 Jefferson City, MO 65102-3254 PH: (800) 819-3180 FAX: (573) 522-2509</p>	<p>NEBRASKA Housing and Recreational Vehicle Department Nebraska Public Service Commission 1200 "N" Street, 300 The Atrium Lincoln, NE 68508 Mailing Address: P.O. Box 94927 Lincoln, NE 68509-4927 PH: (402) 471-0518 FAX: (402) 471-7709</p>	<p>NEVADA Department of Business and Industry Manufactured Housing Division 2501 E. Sahara Avenue, Suite 204 Las Vegas, NV 89104-4137 PH: (702) 486-4138 FAX: (702) 486-4309</p>

STATE ADMINISTRATIVE AGENCIES (SAA)

<p>NEW JERSEY Department of Community Affairs P.O. Box 805 101 South Broad Street Trenton, NJ 08625-0805 PH: (609) 984-7905 FAX: (609) 292-2839</p>	<p>NEW MEXICO Regulation and Licensing Department Manufactured Housing Division 2500 Cerrillos Road Santa Fe, NM 87504 Mailing Address: P.O. Box 25101 Santa Fe, NM 87504 PH: (505) 476-4700 FAX: (505) 476-4702</p>	<p>NEW YORK Code Enforcement & Administration One Commerce Plaza 99 Washington Avenue, Suite 1160 Albany, NY 12231-0001 PH: (518) 474-4073 FAX: (518) 486-4487</p>
<p>NORTH CAROLINA NC Department of Insurance Manufactured Building Division 322 Chapnoke Road, Suite 200 Raleigh, NC 27603-3415 Mailing Address: 1202 Mail Service Center Raleigh, NC 27699-1202 PH: (919) 661-5880 ext 215 FAX: (919) 662-4405</p>	<p>NORTH DAKOTA North Dakota Department of Commerce Division of Community Services 1600 East Century Avenue, Suite 2 P.O. Box 2057 Bismark, ND 58502-2057 PH: (701) 328-5300 FAX: (701) 328-5320</p>	<p>OREGON Department of Consumer & Business Services Building Codes Division 1535 Edgewater, NW Salem, OR 97304-4635 Mailing Address: P.O. Box 14470 Salem, OR 97309-0404 PH: (503) 378-4133 FAX: (503) 378-2322</p>
<p>PENNSYLVANIA Housing Standards Division Department of Community & Economic Development Commonwealth Keystone Building 400 North Street, 4th Floor Harrisburg, PA 17120-0225 PH: (717) 720-7416 FAX: (717) 783-4663</p>	<p>RHODE ISLAND State Of Rhode Island Building Code Commission One Capitol Hill Providence, RI 02908-5859 PH: (401) 222-3529 FAX: (401) 222-2599</p>	<p>SOUTH CAROLINA Department of Labor, Licensing and Regulation SC Manufactured Housing Board P.O. Box 11329 Columbia, SC 29211-1329 PH: (803) 896-4636 FAX: (803) 896-4814</p>
<p>SOUTH DAKOTA South Dakota Department of Public Safety Office of State Fire Marshal 118 West Capitol Avenue Pierre, SD 57501-2000 PH: (605) 773-3562 FAX: (605) 773-6631</p>	<p>TENNESSEE Department of Commerce & Insurance State Fire Marshal's Office State of Tennessee 500 James Robertson Parkway, Third Floor Nashville, TN 37243-1162 PH: (615) 741-7192 FAX: (615) 741-9388</p>	<p>TEXAS Manufactured Housing Division TX Department of Housing & Community Affairs Twin Towers Office Center 1106 Clayton Lane, Suite 270W Austin, TX 78723 Mailing Address: P.O. Box 12489 Austin, TX 78711-2489 PH: (512) 475-4999 or (800) 500-7074 FAX: (512) 475-0495</p>
<p>UTAH State of Utah Div. of Occupational and Professional Licensing P.O. Box 146741 160 E. 300 South Salt Lake City, UT 84111-6741 PH: (801) 530-6720 FAX: (801) 530-6511</p>	<p>VIRGINIA Division of Building and Fire Regulation Department of Housing and Community Development Main Street Centre 600 East Main Street, Suite 300 Richmond, VA 23219 PH: (804) 371-7160 FAX: (804) 371-7092</p>	<p>WASHINGTON Factory Assembled Structures Department of Labor and Industries Installer/SAA Program 7273 Linderson Way SW Tumwater, WA 98501-5414 Mailing Address: P.O. Box 44420 Olympia, WA 98504-4220 PH: (360) 902-5571 FAX: (360) 902-5229</p>
<p>WEST VIRGINIA State Capitol Complex Building 6, Room B-749 Charleston, WV 25305 PH: (304) 558-7890 FAX: (304) 558-2447</p>	<p>WISCONSIN Department of Commerce Safety & Buildings Division 3824 N. Creekside Lane Holmen, WI 54636-9466 PH: (608) 785-9335 FAX: (608) 785-9330</p>	<p>HUD Office of Manufactured Housing Programs Office of Regulatory Affairs and Manufactured Housing Department of Housing and Urban Development 451 Seventh Street, SW, Rm. 9164 Washington, DC 20410-8000 Telephone: (202) 708-6423 or (800) 927-2891 FAX: (202) 708-4213</p>

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