



Homeowner Information and Warranties Handbook

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WELCOME HOME

CONGRATULATIONS ON THE PURCHASE OF YOUR NEW HOME!

Thank you for choosing us to build a home for you and your family! Liberty Homes, the original contractor hired to build your home, has also been contracted by the seller to service the one-year builder warranty included in the purchase. Your home has been built by professional tradesmen using modern construction techniques and quality materials. All work has been supervised by our staff of construction professionals to ensure that high standards of quality have been met. However, we realize that with the construction of a new home there may be items that naturally occur that may require minor adjustments and corrections. And, while our team works from detailed plans and specifications, no two homes are exactly alike, so over time, each behaves differently.

This Homeowner Information and Warranties Manual was created to help guide you through your new home. This manual contains important information on the builder warranty, as well as the maintenance of your home. Following these helpful hints, as well as other guidelines from the manufacturers, can help keep your home safe and comfortable for years to come. Preventative maintenance on your new home should begin when you move in. A little time spent regularly maintaining your home can save thousands of dollars in repair or replacement in the future. Failure to maintain your home's components may also lead to the voiding of manufacturers' and contractors' warranties.

Please take the time to carefully study this manual to become familiar with the warranty and procedures for care and maintenance. We recognize that it is impossible to anticipate and describe every item that may need attention on your home, but we have included important and commonly encountered warranty and maintenance items in this manual. Because of the variety of floor plans and features offered to homebuyers, this manual may discuss components that are not present in your home.

How to Use this Manual

Parts 1 & 2 detail your warranty and its coverage. Familiarize yourself with these sections so you know what is and is not covered. Also, follow the troubleshooting tips to ensure smooth service and prevent service fees on non-warrantable items.

Part 3 includes care & maintenance tips that can help prolong the life of your home and ensure you are not voiding warranty coverage.

IMPORTANT:

This manual is informational in nature and not intended to be a replacement for professional service. Hiring trained professionals is recommended for items you do not have experience, training, or knowledge to properly do maintenance or repairs.

IMPORTANT REMINDERS

CONCRETE AND FLATWORK

Concrete drives, walks, and patios can be severely damaged by heavy vehicles or equipment. Do not allow heavy trucks or equipment to cross concrete flatwork. Especially during the first year of the new concrete, do not use ice melt or salt.

DOCUMENTS

Store all instruction manuals, warranties, insurance policies, and other home-related documents in one location, so you can find them when needed. But don't just store them away and forget about them. Make sure you have read through literature carefully, particularly the warranties and use and care guides provided by the manufacturers of consumer products. Although much of the information may be familiar to you, some points may differ significantly from homes you have had in the past. We make every effort to keep the information in this manual current. However, if any detail in our discussion conflicts with the manufacturer's recommendations, you should follow the manufacturer's recommendations.

ELECTRICAL

Locate the main circuit breaker in the electrical service panel on the outside of the home. Show all family members how to shut it off in case of an emergency. Also, familiarize yourself and your family members with the electrical panel in the mechanical room and the individual breakers that control various areas within your home. Label any that may not be labeled.

FIRE EXTINGUISHER

Fire extinguishers are recommended for each level of your home and any outdoor spaces where the possibility of fire exists (for example, near barbecue grills). Show all members of the family where they are located and how to use them. And, don't forget, that fire extinguishers may need to be replaced (look for a date on the canister) or recharged periodically and after each use.

GRADING AND DRAINAGE

Your home has been graded in such a manner as to keep water away from your home and otherwise comply with code requirements. Maintaining the grade is a homeowner responsibility. Altering the grading of your homesite can restrict water surface drainage and cause structural or water damage to your home or concrete flatwork. Altering the grade and damage caused by that is not covered by warranty.

NATURAL BUILDING MATERIALS

Due to Utah's moisture and temperature extremes, natural building materials such as wood and concrete are subject to repeated expansion and contraction. This can result in warping or shrinking of wood materials and cracking in drywall, stucco, concrete, mortar, and caulking. These effects are particularly noticeable in the first year after a new home has been built.

You can minimize these effects by taking steps to protect any natural materials outside of the home, such as using sealants, and for interior products, maintaining a constant temperature in your home during the first year. This allows the wood, concrete, and other material to dry or cure at an even rate and may eliminate larger settlement cracks.

NATURAL GAS

If you suspect a gas leak, evacuate your home and call your local Gas Company immediately. Gas to your home can be turned off at the natural gas meter on the side of your house. You should only use this shutoff in extreme emergency situations, and it best to call the gas company and have them turn it back on. There are also separate shut offs at each appliance that runs on gas, and these shut offs will work in most situations, so familiarize yourself with them.

PLUMBING

Locate the main water line shutoff valves in the basement and at the water meter outside, along with the individual shutoff valves at toilets, sinks, and other plumbing fixtures. Make sure everyone knows how to shut them off in case of a flood or other plumbing emergency.

PROMPT ATTENTION

In addition to routine care, quite often there are times that minor maintenance attention provided immediately can save you from experiencing a more serious, time-consuming, or costly repair later. Note also that neglecting routine maintenance can void applicable Limited Warranty coverage on all or part of your home. By caring for your new home attentively, you ensure uninterrupted warranty coverage as well as continuous enjoyment of your home for years.

WARRANTIES

Activate specific manufacturer's warranties by completing and mailing registration cards included with instruction manuals and other materials or going on the manufacturers' websites. In some cases, a manufacturer's warranty may extend beyond the first year, and it is in your best interests to know about such coverage. The Liberty Homes warranty does not cover appliances and other consumer products with manufacturer warranties, so it is very important that you activate the warranty to ensure you have coverage.

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**Click on the section name or page number in the Table of Contents
to go to that section/page.**

Table of Contents

WELCOME HOME	2
IMPORTANT REMINDERS	3
PART 1 – WARRANTY SERVICE SUMMARY	24
EMERGENCY SERVICE	25
When to Call	25
Before Calling	25
Phone Numbers	26
REQUESTING WARRANTY SERVICE	26
Best Practices	27
How to Submit a Claim	28
WARRANTY CLAIM PROCESSING	30
Access to Your Home	30
Communication Methods	31
Modifications After Home Delivery and Installs Not Done by Liberty Homes	31
Repair Appointments/Work Hours	31
Repair vs. Replace	32
Service Fees for Non-Warrantable Items	32
Sometimes We Break Our Own Rules ... In Your Favor	32
Sometimes We Say No	32
PART 2 – LIMITED WARRANTY	33
MOST COMMON REQUESTS THAT ARE NOT COVERED BY WARRANTY	34
I. INTRODUCTION	35
What the Homeowner Can Expect from Liberty Homes	36
What Your Home Should Expect from You	37
II. THE LIMITED WARRANTY	38

III. THE LIMITED WARRANTY LIMITATION OF LIABILITY	38
Important Notes	39
IV. WARRANTY EXCLUSIONS	40
V. OTHER LIMITED WARRANTY TERMS	43
AIR CONDITIONING	44
Limited Warranty Guidelines	44
Condenser	44
Ductwork Noise	44
Filters	45
Filter MERV Ratings	45
Modifications	45
Non-Emergency	45
Temperature Variations	46
Thermostat Changes	46
Troubleshooting Tips	46
AC Not Turning On And/Or Thermostat Not On	46
AC is On, but the Air Blowing Out is Hot/Not Cool	47
Unit Turning On and Off Repeatedly	47
AC System Freezing	47
APPLIANCES	48
Limited Warranty Guidelines	48
Appliances: Measuring/Fit	49
Appliances: Moving/Disconnecting for Other Warranty Work	49
Garbage Disposal Clogs Caused by Improper Items in the Disposal	50
Troubleshooting Tips	50
No Power to an Individual Appliance	50
Dishwasher Won't Run/Doesn't Fill Up With Water	50
Garbage Disposal Has No Power	50
Garbage Disposal Producing a Slow, Humming Sound	50
Dishwasher or Garbage Disposal: Water Not Draining From Sink	51
Gas Appliances	52
ATTIC ACCESS	52
Limited Warranty Guidelines	52
BASEMENT	52
Limited Warranty Guidelines	52
Access	52
Dampness	53
Drains on Basement Walkouts	53

Finishing an Unfinished Basement	53
Modifications	53
CABINETS	54
Limited Warranty Guidelines	54
Brand, Style, and Color of Cabinets	54
Crown Molding	54
Door Alignment	54
Heat and Water Damage	54
Painted Cabinets	54
Separations	55
Warping	55
Wood Grain	55
CAULKING	55
Limited Warranty Guidelines	55
Fiberglass Shower/Tub Surrounds	56
CONCRETE	56
Limited Warranty Guidelines	56
Cracks	56
Color	56
Edge Chipping	57
Finished Floors	57
Garage Slabs	57
Level Floors	57
Porch Caps	57
Separation	57
Settling or Heaving	58
Spalling	58
Standing Water	58
COUNTERTOPS	58
Limited Warranty Guidelines	58
Brand, Style, and Color of Countertops	58
Chips, Cracks, Dents, and Scratches	58
Caulking	59
Heat	59
Laminates	59
Granite	59
Seams	59
Separation from Wall	59
DAMP-PROOFING	60
Limited Warranty Guidelines	60

DECKS	60
Limited Warranty Guidelines	60
Replacement Posts	60
Sealing/Color Variation	60
DOORS AND HARDWARE	61
Limited Warranty Guidelines	61
Door Knobs	61
Door Squeaks	61
Door Stops	61
Doors with Internal Blinds	61
Failure to Latch	62
Opening and Closing by Gravity	62
Slamming Doors	62
Sticking	62
DRYWALL	62
Limited Warranty Guidelines	62
One-Time Repairs	63
Nail Pops	63
Lighting Conditions	63
Related Warranty Drywall Repairs	63
Repairs May Be Visible	64
ELECTRICAL	64
Limited Warranty Guidelines	64
Designed Load	64
Fixture Location	64
GFCI	64
Light Bulbs	64
Light Fixtures	65
Modifications	65
Outlets	65
Power Surges	65
Troubleshooting Tips	65
No Electrical Service Anywhere in the Home	65
No Electrical Service to One or More Outlets/Switches	66
Breaker Trips Repeatedly	66
Flickering Lights	67
EXPANSION AND CONTRACTION	67
Limited Warranty Guidelines	67
EXTERIOR: SIDING	67
Limited Warranty Guidelines	67

Cracks	67
Drip Edges	68
Separation of Joints/Delamination	68
EXTERIOR: STONE	68
Limited Warranty Guidelines	68
Dry Stack Stone	68
EXTERIOR: STUCCO	69
Limited Warranty Guidelines	69
Cleaning	69
Cracks	69
Efflorescence	69
Water	69
FENCING	70
Limited Warranty Guidelines	70
Drainage	70
Variation	70
Weather/Acts of God	70
FIREPLACES	71
Limited Warranty Guidelines	71
Cleaning	71
Condensation	71
Odor	71
FLOORING: CARPET	71
Limited Warranty Guidelines	71
Brand, Color, and Style	72
Edges	72
Fading	72
Manufacturer Recommendations	72
Modifications	72
Seams	72
Shedding	73
Stains	73
Tack Strips	73
Wear and Tear	73
FLOORING: SHEET VINYL	73
Limited Warranty Guidelines	73
Adhesion	73
Color and Pattern	74
Dimples	74
Exposure to Light and Heat	74

Ridges	74
Seams	74
Water	74
FLOORING: VINYL PLANK (EVP/LVP)	75
Limited Warranty Guidelines	75
Color and Pattern	75
Color Match	75
Dimples	75
Exposure to Light and Heat	75
Floating Installation	75
Movement	76
Swelling, Warping, Delamination, and Joint Separation	76
FOUNDATION	76
Limited Warranty Guidelines	76
Cosmetic Imperfections	76
Cracks	76
Dampness	77
Foundation Plaster	77
Future Construction in Basement	77
Leaks	77
Porch Caps/Storage Rooms	77
GARAGE DOORS/OPENERS	77
Limited Warranty Guidelines	77
Appearance	78
Electric Eye	78
Light Visible	78
Sag	78
Troubleshooting Tips	78
Garage Door Opener Doesn't Respond to Remotes/Buttons	78
Garage Door is Operating and Chain is Moving, but Door Does Not Move Up or Down	79
Garage Door Starts to Close, Then Opens Back Up	79
Garage Door Makes Strange Sound When Opening or Closing	80
GAS SHUTOFFS	80
Limited Warranty Guidelines	80
Gas Leak	80
Troubleshooting Tips	80
GRADING AND DRAINAGE	80
Limited Warranty Guidelines	80
Erosion	81
New Sod	81

Settling	81
Recommendations	81
Swales	82
Winter Grading	82
GUTTERS AND DOWNSPOUTS	82
Limited Warranty Guidelines	82
Leaks	82
Overflow	82
Rot and Rust	82
Sloping	82
Snow and Ice	83
Standing Water	83
HEATING	83
Limited Warranty Guidelines	83
Combustion Air Duct	83
Duct Placement	84
Ductwork	84
Filters	84
Filter MERV Ratings	84
Modifications	85
Odor	85
Temperature Variations	85
Thermostat	85
Troubleshooting Tips	85
Heat Not Turning On/Thermostat Not On	86
Heat is On, but the Air Blowing Out is Cool/Not Hot	86
Unit Turning On and Off Repeatedly	87
INSULATION	87
Limited Warranty Guidelines	87
LANDSCAPING	87
Limited Warranty Guidelines	87
Backfill	87
Hired Contractors	88
Natural Areas	88
Outdoor Faucets	88
Plants, Sod, and Trees	88
Sprinklers/Watering Systems	88
Utility Lines	89
Weatherization	89

MILDEW AND MOLD	89
Limited Warranty Guidelines	89
MIRRORS	89
Limited Warranty Guidelines	89
Acidic Cleaners	89
PAINT AND STAIN	90
Limited Warranty Guidelines	90
Colors	90
Cracking	90
Fading	90
Severe Weather	91
Touch-Up Visible	91
Water Damage	91
Wood Grain	91
PESTS AND WILDLIFE	91
Limited Warranty Guidelines	91
PLUMBING	91
Limited Warranty Guidelines	91
Abrasive Cleaners	91
Automatic Toilet Cleaners	92
Basement Construction	92
Clogged Drains	92
Cosmetic Damage	92
Exterior Faucets	92
Fiberglass Shower/Tub Surrounds	92
Flushable Wipes	93
Laundry Floor Drain Pan	93
Leaks	93
Modifications	93
Noise	94
Supply	94
Troubleshooting Tips	94
No Water Anywhere in the Home	94
No Hot Water	94
Water at Some Faucets and Toilets But Not All of Them	94
Leak Involving One Sink, Tub, or Toilet	94
Leak Involving a Main Line	95
Faucet Dripping/Leaking	95
Leaky/Running Toilet	96
Back Up at One Toilet	96
Sewer Back Up Affecting Entire Home	97

Sink or Tub Draining Slowly or Not at All	97
Sewer Smell at Laundry Room or Mechanical Room	98
No Hot Water at Master Bathtub	98
RAILINGS	98
Limited Warranty Guidelines	98
Attachment	98
Placement	98
Stained Railings	98
ROOF	99
Limited Warranty Guidelines	99
Ice Dam	99
Inclement Weather	99
Limit Walking	99
Trees	99
Troubleshooting Tips	99
ROUGH CARPENTRY	100
Limited Warranty Guidelines	100
Floor Deflection	100
Floor Level	100
Plumb Walls	101
Squeaks	101
SHOWER DOORS/TUB ENCLOSURES	101
Limited Warranty Guidelines	101
Caulking	101
Cleaning	102
Fiberglass Shower/Tub Surrounds	102
Shower Doors	102
SMOKE/CARBON MONOXIDE DETECTORS	102
Limited Warranty Guidelines	102
Locations	102
Manufacturer Guidelines	103
STAIRS	103
Limited Warranty Guidelines	103
Shrinkage Cracks	103
TILE	103
Limited Warranty Guidelines	103
Brand, Style, and Color	103
Color Match	103

Cleaning	103
Cracks in Grout Lines	104
Sealing Grout	104
Separations	104
Tile Lippage	104
Variations	104
VENTILATION	105
Limited Warranty Guidelines	105
WATER HEATER: TRADITIONAL TANK	105
Limited Warranty Guidelines	105
Air Intake/Exhaust Vent	105
Condensation	105
Mineral Buildup	105
Temperature Setting	106
Troubleshooting Tips	106
WATER HEATER: TANKLESS	106
Limited Warranty Guidelines	106
Air Intake/Exhaust Vent	106
Cold Water Sandwich	106
Mineral Buildup	107
System Overload	107
Temperature	107
Troubleshooting Tips	107
WATER SOFTENERS	108
Limited Warranty Guidelines	108
WINDOWS, SCREENS, SLIDING GLASS DOORS	108
Limited Warranty Guidelines	108
Caulking	108
Condensation	108
Infiltration	108
Locks	109
Scratches	109
Screens	109
Tinting	109
Tracks	109
Weep Holes	109
Windowsills	109

WINDOW WELLS	110
Limited Warranty Guidelines	110
Bulges	110
Cleaning	110
Connections	110
Covers	110
Fill Material	110
Grading, Gutters, and Downspouts	111
Heavy Rain or Snow	111
Ladders	111
WOOD TRIM/STRUCTURES	111
Limited Warranty Guidelines	111
Caulking	111
Exterior Trim	112
Exterior Wood Structures	112
Interior Wood Trim	112
Raised Grain	112
PART 3 – CARE & MAINTENANCE	113
AIR CONDITIONING	114
How to Use Your System Most Efficiently/Effectively	114
Filter	114
Filter MERV Ratings	115
Air Supply Registers (Vents) and Air Return Registers	115
Condenser	115
Doors, Windows, Blinds, Drapes	115
Ductwork Noise	115
Manufacturer Warranty	116
Modifications	116
Temperature Variations	116
Thermostat Changes	116
Frequently Asked Questions	116
Which Direction Should the Arrow Face on the Filter?	116
How Often Should I Replace the Air Filter?	117
What is the Switch on the Side of My HVAC System?	117
What is the Orange Light on the Front of My System?	117
What Can I Do to Ensure My System Lasts Longer?	117
Should I Cover the Condenser Unit in the Winter?	117
APPLIANCES	117
Dishwasher Filter	118
Dryer Vents	118
Garbage Disposal: Best Practices	118
Garbage Disposal: What Not to Put in it	119
Range Hood/Microwave Filters	120

Refrigerator Coils	120
Refrigerators Not Installed by Liberty Homes	120
ATTIC ACCES	121
BASEMENTS	121
CABINETS	121
General Cabinet Care and Maintenance	122
Hinges, Guides, Pulls	122
Natural Wood/Wood Veneer	123
Painted Cabinets	123
CAULKING	124
Colored Caulk	124
Latex/Latex Acrylic Caulk	124
Silicone Caulk	124
CONCRETE	125
Cleaning	125
Cracks	125
Expansion Control Joints	125
Heavy Vehicles	125
Ice, Snow, and Chemicals	126
Sealer	126
COUNTERTOPS	126
General Cleaning Tips	126
Laminate	127
Granite and Other Natural Stone	127
Quartz (Engineered Stone)	128
DECKS	129
Caring for Composite Decking Materials	129
Caring for Wood Posts	130
DOORS AND HARDWARE	131
Door Knobs	131
Door Stops	132
Doors with Internal Blinds	132
Exterior Doors	132
Failure to Latch	133
Keys	133
Locks	133
Shrinking	133

Slamming	133
Squeaks	133
Sticking	133
Threshold/Weather Stripping	134
DRYWALL	134
Repair: Cracks	134
Repair: Nail Pops	134
EASEMENTS	134
ELECTRICAL	135
Breakers	135
Ground Fault Circuit Interrupters (GFCI)	136
Garbage Disposal	136
Grounded System	137
Modifications	137
Outlets	137
Underground Cables	137
EXPANSION AND CONTRACTION	137
EXTERIOR: SIDING	138
Attaching Items to Siding	138
Caulking	138
Drip Edges	138
Cement Based Products	139
Vinyl	139
Wood and Wood Products	139
EXTERIOR: STONE	139
Cleaning	140
EXTERIOR: STUCCO	140
Attaching Items to Stucco	140
Cleaning	140
Cracks	140
Drainage	141
Efflorescence	141
Sprinklers	141
FENCING	141
Drainage	141
Community and Homeowner Association Requirements	142
Vinyl Fencing	142
Weather Damage	142

FIREPLACES	142
Cleaning	142
Condensation	143
Excessive Winds	143
Odor	143
Pilot Light	143
Yearly Maintenance and Safety Inspection	143
 FLOORING: CARPET	 143
Cleaning: Vacuuming	144
Cleaning: Professional Cleaning	144
Cleaning: Spills and Stains	144
Crushing	145
Dents	145
Fading	145
Pilling	145
Preventing Dirt	145
Seams	145
Shading	146
Shedding	146
Stains	146
Static	146
Tack Strips	146
Tufts	146
 FLOORING: SHEET VINYL	 147
Color and Pattern	147
Cleaning	147
Exposure to Light and Heat	147
Furniture Legs	147
Limit Water	147
Mats	147
Moving Appliances and Furniture	147
No-Wax Flooring	148
Raised Nail Heads	148
Scrubbing and Buffing	148
Slippery When Wet	148
Seams	148
 FLOORING: VINYL PLANK (EVP/LVP)	 148
Area Rugs	149
Color and Pattern	149
Cleaning	149
Dimples	149
Exposure to Light and Heat	149
Filmy Appearance	149

Floating Installation	149
Furniture Legs	150
Limit Water	150
Mats	150
Movement	150
Moving Furniture	150
Shoes	150
Traffic Patterns	151
Warping	151
FOUNDATION	151
Cracks	151
Dampness	151
Foundation Plaster	151
Future Construction in Basement	151
GARAGE DOORS/OPENERS	152
Alignment	152
Electric Eyes	152
Light Visible	152
Lubrication	152
Moisture	153
Opener/Remotes	153
Painting	153
Power Outages	153
Safety	154
Seal	154
GAS SHUTOFFS	154
Gas Leak	155
GRADING AND DRAINAGE	155
Drainage	155
Erosion	155
Exterior Finish Materials	155
New Sod	155
Roof Water	155
Settling	156
Swales	156
Drainage Diagrams	156
GUTTERS AND DOWNSPOUTS	158
Cleaning	158
Extensions	158
Leaks	158
Rust and Holes	158

Snow and Ice	158
--------------------	-----

HEATING 159

How to Use Your System Most Efficiently/Effectively	159
Filter	159
Filter MERV Ratings	160
Adjust Vents	160
Avoid Overheating	160
Blower Panel	160
On-Off Switch	160
Combustion Air	161
Compressor Level	161
Duct Cleaning	161
Ductwork Noise	161
Fuse	161
Furnished Home	161
Manufacturer's Instructions	162
Manufacturer Warranty	162
Modifications	162
Odor	162
Pilot	162
Registers	162
Return Air Vents	162
Temperature Variations	163
Thermostat	163
Trial Run	163

INSULATION 163

LANDSCAPING 163

Backfill	164
Back Flow Preventer	164
Bark or Rock Beds	164
Erosion	164
Hired Contractors	165
Natural Areas	165
Outdoor Faucets	165
Planning	165
Plant Selection	166
Requirements	166
Seeded Lawns	166
Sod	166
Sprinkler System	166
Stones and Rocks	167
Utility Lines	167
Weeds	167
Xeriscape/Localscaping	168

MILDEW AND MOLD	168
Tips to Help Prevent Mold and Mildew	168
MIRRORS	169
PAINT AND STAIN	169
Colors	169
Exposure to Sunlight	169
Exterior	170
Severe Weather	170
Stain	170
Touch-Up	170
PESTS AND WILDLIFE	171
Ants	171
Caulking	171
Landscaping/Yard Cleanup	171
Mice/Rats	171
Settling	172
Termites	172
Vents	173
PLUMBING	173
Aerators	173
Basement Construction	173
Caulking	173
Cleaning: Fixtures	174
Cleaning: Plunger Drain Stopper in Sinks	174
Cleaning: Showerheads	174
Cleaning: Toilets	174
Clogs	174
Extended Absence	175
Fiberglass Fixtures/Tubs	175
Freezing Pipes	175
Laundry Sink	176
Leaking and Dripping Faucets	176
Leaky/Running Toilets	177
Modifications	178
Slow Draining Sinks/Bathtub	178
Shut-Offs	178
Sprinklers	178
Stainless Steel	179
Water Filter or Softener	179
Frequently Asked Questions	179
How Do I Shut Water Off in My Home?	179
How Do I Get Rid of a Sewer Smell in My Laundry Room or Mechanical Room?	180
Why Was My Tub/Shower Not Caulked and Has Gaps?	180

RAILINGS	180
ROOF	180
Clean Gutters	180
Ice Dam	181
Leaks	181
Limit Walking	181
Metal Flashing	181
Severe Weather	181
Shingles	181
Trees	182
Valleys	182
SHOWER DOORS/TUB ENCLOSURES	182
SMOKE/CARBON MONOXIDE DETECTORS	182
Batteries	182
Cleaning	183
Hard-Wired Detectors	183
Locations	183
Manufacturing Date/Life of Detectors	183
Testing	183
STAIRS	183
TILE	184
Cleaning	184
Grout Discoloration	184
Sealing Grout	184
Separations	184
Variations	185
VENTILATION	185
Carbon Monoxide	185
Radon	186
WATER HEATER: TRADITIONAL TANK	186
Air Intake/Exhaust Vent	186
Condensation	187
Drain Train	187
Pilot	187
Safety	187
Temperature	187

WATER HEATER: TANKLESS	187
Air Intake/Exhaust Vent	188
Cold Water Sandwich	188
Maintenance	188
Pilot/Ignition	188
System Overload	188
Temperature	188
WATER SOFTENERS	189
WINDOWS, SCREENS, SLIDING GLASS DOORS	189
Condensation	189
Screen Storage and Maintenance	189
Sills	190
Sliding Glass Doors	190
Sticking Windows	190
Weep Holes	190
WINDOW WELLS	190
Cleaning	191
Connectors	191
Fill Materials/Rocks	191
Grading, Gutters, and Downspouts	191
Heavy Rain or Snow	191
WOOD TRIM/STRUCTURES	192
Interior Wood Trim	192
Exterior Wood Structures	192
CHECKLIST: REGULAR MAINTENANCE	193
Weekly	193
Monthly	193
Bi-Monthly	195
Quarterly	196
Semi-Annually	196
Annually	197
As Needed/Periodically	198
SEASONAL CHECKLISTS	198
Winter	198
Spring	199
Summer	199
Fall	199

PART 1 — WARRANTY SERVICE SUMMARY

IN THIS PART:

- **EMERGENCY SERVICE 25**
- **REQUESTING WARRANTY SERVICE 26**
- **WARRANTY CLAIMS PROCESSING 30**

EMERGENCY SERVICE

If you are faced with a FIRE or LIFE-THREATENING EMERGENCY, CALL 911 IMMEDIATELY!

WHEN TO CALL

Our trade contractors and local utility companies provide emergency response to the following conditions:

- Total loss of heat when the outside temperature is below 45 degrees Fahrenheit
- Total loss of air conditioning when the outside temperature exceeds 95 degrees Fahrenheit
- Total loss of electricity or power to refrigerator or furnace
- Major water leak or no water to home
- Natural Gas leak

BEFORE CALLING

Check to make sure that a service (gas, electricity, water) is not out for the entire area. If there is an area-wide service outage, the local utility company will need to resolve it. Trade contractors are not able to help with such outages.

While emergency warranty situations are rare, prompt response is essential for resolution. Begin by checking items that are accessible to you. You can find troubleshooting tips in this manual to help with checking several of your home's components.

Often, by taking the appropriate actions, you can solve the problem immediately or mitigate the situation until a technician arrives. However, do not do anything beyond the basic troubleshooting items listed in this manual or attempt to repair the defect yourself unless authorized by Liberty Homes. Any attempt to repair a defect will make it impossible to assess whether the defect was covered by the Limited Warranty. Unless an emergency defect repair is authorized, Liberty Homes will have no responsibility to reimburse any costs due to repair, replacement, and other expenses. Unauthorized repairs will also void the Limited Warranty for any future issues that arise on the repaired item or area. If you are unsure whether to attempt to repair an item, contact Liberty Homes first.

PHONE NUMBERS

GAS	Dominion Energy	800-767-1689
POWER	Rocky Mountain Power	877-508-5088
	Heber Light & Power	435-654-2913
PLUMBING	Speirs Plumbing	801-546-0522
HVAC*	HVAC Construction	801-298-4822
	McMain Comfort Solutions	435-830-1250
ELECTRICAL	Eyre Electric	801-571-3211

NOTE: DO NOT call these numbers for non-emergency warranty requests. All non-emergency requests must be submitted through Liberty Homes' online warranty request system (see next section). If you call in what is determined to be a non-emergency, you may be charged an emergency service call fee.

* Single-family homes other than Parker Place: HVAC Construction

Parker Place:

HVAC Construction: Lots 1 through 6

McMain: Lots 7 through 14

Montebello townhomes:

HVAC Construction: Lots 1 through 3, 13 through 15, 56 through 59, 73 through 78

McMain: Lots 4 through 12, 22 through 55, 60 through 72, 79 through 84

REQUESTING WARRANTY SERVICE

During the first year of ownership, your new home is covered by our Limited Warranty, the details of which are defined in this manual. It will explain which items are covered under warranty and the procedure for requesting warranty service. We suggest that you review the appropriate section(s) of this manual before you request service to help determine if your request is covered by the Limited Warranty or is considered to be your responsibility.

All non-emergency requests for Warranty Service must be submitted through the online warranty request form (see instructions below). Requests not submitted through the online form will not be honored. This includes, but is not limited to, email and verbal requests made to Liberty Homes employees, subcontractors, and other representatives of Liberty Homes.

BEST PRACTICES

Name, Phone Number, Email Address: The information entered into the warranty request will be used to contact you for review, service, etc., so please make sure your name, email address, and phone number are correct and the best ones for contacting you.

If another person, such as a spouse, will be involved in the appointment scheduling, please note that and include their contact information in the Service Needed field.

Photos/Videos: Attaching photo(s) or video(s) to the claim is highly recommended. This will help us to determine how your claim should be handled and expedite the process. The form has been set up to accept most formats and common file sizes, but if you have issues uploading your photos or videos, email them to warranty@libertyhomes.com.

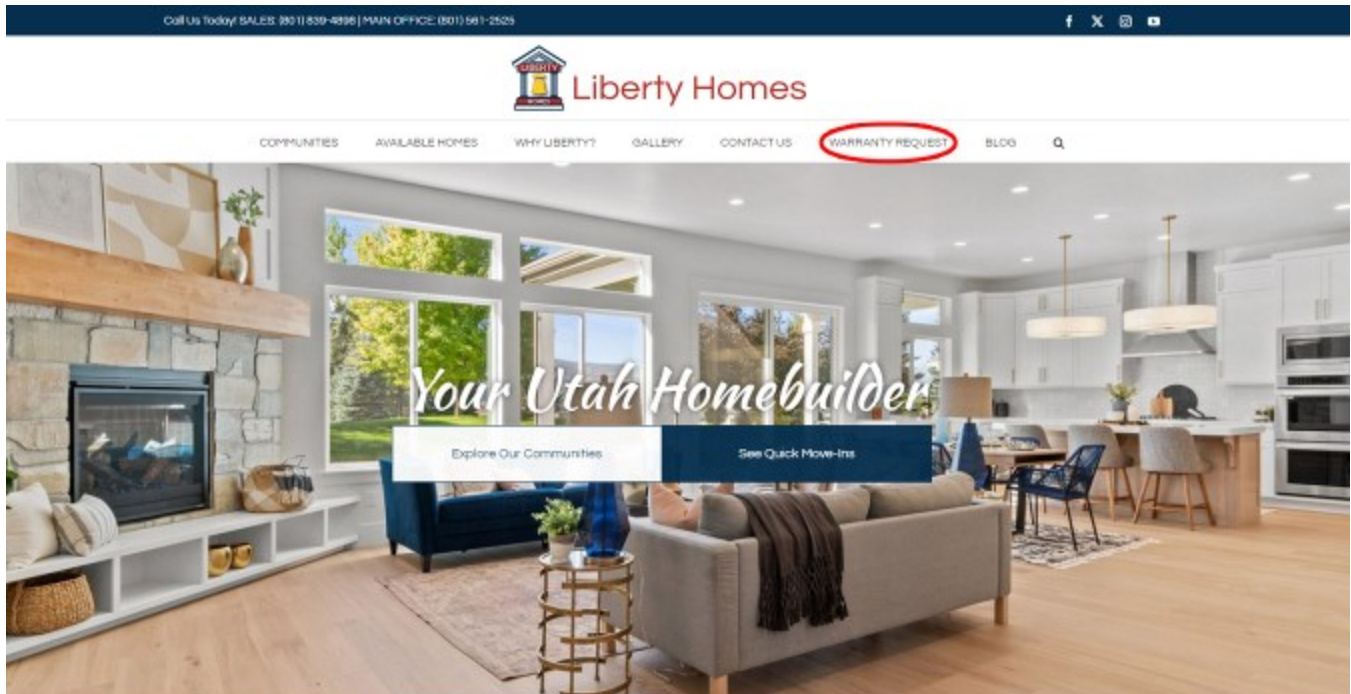
Service Needed: Provide as much information as possible and any steps you have taken to try and resolve the issue. Examples:

DO THIS ...	INSTEAD OF THIS
Cold water line leaks under sink in master bathroom	Plumbing problem
Air conditioner blowing hot air. I changed the filter, but it didn't fix it.	Air conditioner not working
Garage door won't close. When I push the button, it closes part of the way but then opens back up again.	Garage door not working

If you have spoken to a Liberty Homes representative (such as the on-site superintendent), please include that and anything the representative told you about your issue.

HOW TO SUBMIT A CLAIM

1. Visit www.libertyhomes.com and click on WARRANTY REQUEST in the menu (or use the QR Code at the end of these instructions to open the page on your smart phone).



2. Select the Warranty Area in which you need repairs and click Next. (Note: If you need more than one repair, either in the same area or in different areas, please fill out a separate request for each repair needed.)

Warranty Areas *

Your warranty request is related to the following (check only one):

- ☐ Appliances
- ☐ Cabinets
- ☐ Caulking
- ☐ Concrete
- ☐ Countertops
- ☐ Decks
- ☐ Doors/Hardware
- ☐ Drywall
- ☐ Electrical
- ☐ Fireplaces
- ☐ Flooring
- ☐ Foundation
- ☐ Garage Door
- ☐ Grading and Drainage
- ☐ Gutters and Downspouts
- ☐ HVAC (Heating/Air Conditioning)
- ☐ Landscaping
- ☐ Paint
- ☐ Plumbing
- ☐ Railings
- ☐ Roof
- ☐ Siding
- ☐ Stone
- ☐ Stucco
- ☐ Water Heaters
- ☐ Windows, Screens, and Sliding Glass Doors
- ☐ Window Wells
- ☐ Other (select only if your request does not fit in one of the above categories)

Next

3. Please read the information on common problems and solutions carefully and take the steps recommended if they address your specific issue. If these suggestions are not relevant to your repair or if they do not work for you, check the box next to the word Yes under Submit Warranty Request? and click the Next button (Note: The Next button will not appear until you check the box next to Yes).

Roof:

- **Leaks:** If you notice leaking from your roof and are within your one-year warranty period, contact us immediately. Ignoring roof leaks can lead to more extensive and expensive damage to interior ceilings, walls, and framing that may not be covered by warranty. If your roof leaks, Liberty Homes will schedule an inspection to determine possible causes and if leaks fall within the scope of warranty. Roof leaks caused by severe weather, such as heavy winds and hail damage, or some action you have taken, such as walking on the roof, are not covered by warranty.
- **Shingles:** Regularly check your roof for cracked, damaged, or missing shingles and fill out a warranty request if you find any and are within your one-year warranty.

Submit Warranty Request? *

☒ Yes

I have read the information about what is and isn't covered in regards to my home issue(s) and would like to continue to the warranty request form. By clicking this box and continuing, I agree to the terms and conditions of Liberty Homes' warranty as outlined in the information above and in the Homeowner Information and Warranties Handbook linked on this page.

Previous
Next

4. Enter your information into the form. Please double-check your contact info to ensure it is accurate, include as much detail on the service needed as possible, and if you have photos or a video, please include those to help expedite the process. If someone other than you is the contact for service appointments, please note that and include their contact information in the Service Needed section. Then click Submit.

Your Information:

Your Name *

Email Address * Phone Number *

Property Information:

Home Address * City *

Subdivision Name *

Please select your subdivision from dropdown.

Other Subdivision (not listed in dropdown)

If You Know, Please Include:

Last Number Closing Date

Service Needed *

To ensure the quickest and best service possible, please make sure you have included as much detail as possible in box above. Vague requests may be delayed due to follow up to get details on your service needs. We also highly recommend including photos or videos below to better show the issue and help with scheduling service.

Photos/Video of Repair Area

Drop files here or

Accepted file types: jpg, jpeg, gif, png, ttf, pdf, doc, mp4, mov. Max. file size: 10 MB. Max. files: 10.

Maximum of 10 photos/videos. Each file must be 10MB or smaller. Accepted file types: jpg, jpeg, gif, png, ttf, pdf, doc, mp4, mov

Previous
Submit

5. After you hit Submit, a thank you page will come up, indicating your warranty request has successfully gone through and is in Liberty Homes' system. You will also receive an email confirmation*.



***To ensure you receive email confirmations and other communication, please add warranty@libertyhomes.com and libertyhomesutah@gmail.com to your safe senders list.**

ACCESS WARRANTY REQUEST FORM BY SMART PHONE

Open your camera and point it at this QR Code – that will open a web page that will take you to the Warranty Request page.



WARRANTY CLAIMS PROCESSING

When we receive your warranty request, we may contact you to discuss your claim and may schedule an inspection appointment. Scheduling an inspection is not an approval of the warranty claim nor is it a guarantee that the claim will be approved and work will be done.

When claims are approved, Liberty Homes, in its sole and absolute discretion, will determine whether a trade contractor will be assigned to a valid warranty claim or if it is an in-house/builder item to be handled by Liberty Homes. If a trade contractor is required to perform repairs, we will send your request to them, and the trade contractor will contact you directly to schedule repairs.

ACCESS TO YOUR HOME

For all appointments that require interior access to your home, an adult age 18 or older who is authorized to admit service workers, make service-related decisions, and sign any paperwork must be present. We do not accept, nor do we allow our trade contractors to accept your keys and gain access without an adult present.

For appointments on exterior items, an adult may not be required to be present, depending on the circumstances. This can be determined when making the appointment.

COMMUNICATION METHODS

Warranty service communication may happen by email, phone call, or text. To ensure you do not miss any contact from Liberty Homes or a trade partner, please regularly check the email you provided on the request and respond to phone calls and text messages from numbers you may not be familiar with while your claim is active.

Warranty work and communication will be done in English. We will do our best to accommodate other languages, but we cannot guarantee the availability of individuals who speak languages other than English.

MODIFICATIONS AFTER HOME DELIVERY AND INSTALLS NOT DONE BY LIBERTY HOMES

If any item modified after delivery of your home or any improvement, fixture, or property not constructed/installed by Liberty Homes requires removal during the repair of a warrantable item, you are responsible for removing it and/or paying for the removal. Liberty Homes is not responsible for damage to or removal of modified items or any items not constructed/installed by Liberty Homes.

REPAIR APPOINTMENTS/WORK HOURS

Hours: Liberty Homes and our trade partners operate Monday through Friday during normal business hours. Plan for your normal, non-emergency warranty repairs to be performed Monday through Friday during normal business hours. Liberty Homes, its employees, and trade partners will make a reasonable effort to schedule appointments, but if you do not respond or fail to provide access to your home during normal business hours to inspect, repair, or conduct tests as may be required to evaluate or repair a defect, you are relieving Liberty Homes of all responsibility to make repairs to or replace any defect under this warranty. If you schedule an appointment and do not show up for it, you may also be responsible for any trip charges.

Completion of Work: It is your responsibility to make sure each subcontractor completes the assigned work before leaving. Subcontractors will only make one trip out to your home.

Work Scope of Those Who Come to Your Home: Workers who come to your home to do warranty repairs are not authorized to do work other than what was originally requested and approved by Liberty Homes. They also are not authorized to determine validity of warranty claims. Only Liberty Homes can determine if something is covered by this Limited Warranty. Any

such information provided by workers contracted by Liberty Homes or a subcontractor to work on your original request is purely informational and non-binding in regard to coverage under this Limited Warranty. All requests must be submitted in writing to Liberty Homes through the online warranty request form. Verbal requests to Liberty Homes employees and other individuals that come to your home to do inspections or repairs are not valid requests for warranty service and will not be honored.

Work Timeframes and Delays Due to Outside Factors: Liberty Homes and our trade partners will try to schedule appointments and work as soon as possible. However, factors outside of our control may delay appointments and/or work. Valid warranty claims submitted during the one-year warranty period will be honored, even if work is still needed after the warranty has expired.

REPAIR VS. REPLACE

If a warranty-covered defect occurs and is reported during the warranty period, Liberty Homes will repair or replace with the sole option of selecting the methods and materials used. The decision to “Repair or Replace” is solely that of Liberty Homes or its representatives.

SERVICE FEES FOR NON-WARRANTABLE ITEMS

If a trade partner comes to your home for a warranty request and determines the work is not covered by the Limited Warranty, you will be responsible for any costs incurred. This includes initial call and service fees even if no additional work is done to resolve the issue. All warranty service will be suspended on your home until service bills are paid in full.

SOMETIMES WE BREAK OUR OWN RULES ... IN YOUR FAVOR

Our criteria for qualifying warranty repairs is based on typical industry practices in our region. We reserve the right to exceed these guidelines if common sense or individual circumstances make that appropriate. This does not mean we are obligated to exceed all guidelines to a similar degree in all circumstances or for all homeowners.

SOMETIMES WE SAY NO

With a product as complex as a home, viewpoints can differ regarding which tasks are your responsibility and which are those of Liberty Homes. If Liberty Homes determines your warranty request is a homeowner maintenance item, we will review the maintenance steps with you and offer whatever informational assistance we can. Any disagreements over warranty coverage will be handled in accordance with the terms outlined in Part 2 — Limited Warranty and the terms of the original Real Estate Purchase Contract signed by you and the seller.

PART 2 — LIMITED WARRANTY

IN THIS PART:

- **THE MOST COMMON REQUESTS THAT ARE NOT COVERED BY YOUR WARRANTY..... 34**
- **INTRODUCTION 35**
- **THE LIMITED WARRANTY 38**
- **THE LIMITED WARRANTY LIMITATION OF LIABILITY 38**
- **WARRANTY EXCLUSIONS..... 40**
- **OTHER LIMITED WARRANTY TERMS 43**
- **HOME COMPONENTS 44**

THE MOST COMMON REQUESTS THAT ARE NOT COVERED UNDER YOUR WARRANTY



CAULKING

Shrinking of caulking is inevitable. For best results, re-caulk interior and exterior locations regularly. This is especially important for wet areas.

Concrete slabs will crack due to expansion and contraction. This is normal and not covered under your Limited Warranty. Do not use ice melt products on your new concrete. This can cause chipping or flaking, which is not covered under your Limited Warranty.



CONCRETE



COSMETIC DEFECTS

There is no warranty coverage for cosmetic damage, including, but not limited to, cracks, dings, dents, and scratches. Items noted on the Home Owner Orientation Inspection form are corrected as part of the closing process and signed off on that form, not as part of the Limited Warranty.

Winterizing your backflow preventer, plumbing, and sprinkler system prevents frozen pipes and harmful water damage. It is your responsibility to perform this yearly maintenance.



FROZEN PIPES



FURNACE FILTER

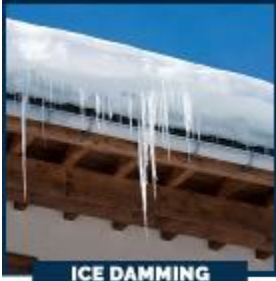
It is important to change your furnace filter regularly (at least every three months, but may be more often depending on usage and conditions). Your system will work more efficiently during winter and summer, you will save on utility bills, and you will extend the life of your furnace.

Keep objects away from your garage door sensors. You may need to adjust them if they become misaligned. Lubricate the door rollers and hinges every three months to ensure noise-free operation.



GARAGE DOOR

THE MOST COMMON REQUESTS THAT ARE NOT COVERED UNDER YOUR WARRANTY

**ICE DAMMING**

Ice dams on roofs and in gutters are caused by extreme weather conditions. You may need to install heat cables to keep water flowing through your gutters. This will prevent overflow and ice buildup.

Only areas that require touch ups as a result of warranty work (for example, painting after drywall repairs) are covered by the warranty. Items noted on the Home Owner Orientation Inspection form are corrected as part of the closing process, not as part of the Limited Warranty.

**PAINT****PLUMBING CLOG**

If you have a clog in the first 30 days of homeownership, we will schedule a plumber to check the cause and repair construction debris clogs only. Clogs caused by homeowner actions, such as putting items down drains or toilets that should not be put into plumbing, are never covered by warranty. See the Appliances and Plumbing sections for additional info.

Some cracking is expected with stucco exterior. This is normal for most cement products. Refer to the Stucco section of this manual for additional information.

**STUCCO**

I. INTRODUCTION

You have been provided with a one-year warranty that covers any defects in the materials or construction of your home. Please keep in mind that you purchased a home, and there is no landlord to do maintenance items or fix damages or issues created by the actions of you and others in your home — these and any other items that are not caused a defect in materials or construction are your responsibility and not covered by warranty. If an issue arises that is not covered by warranty, we are happy to answer questions and give you guidance on getting those issues resolved.

Please read this manual carefully as it outlines the Limited Warranty and the coverages under it, as well as ongoing maintenance that can help prolong the life of your home. None of the materials used in the construction of your home will last forever; however, they will last for a very long time if properly maintained. You should also read all manufacturer literature provided.

This Introduction is general and explanatory in nature and does not create any independent warranty obligations on the part of Liberty Homes. For more information concerning the Limited Warranty provided by Liberty Homes, please refer to the following sections:

- II. The Limited Warranty
- III. The Limited Warranty Limitation of Liability
- IV. Warranty Exclusions
- V. Other Limited Warranty Terms

This Warranty is non-transferable and only applies to the original purchaser of the home.

WHAT THE HOMEOWNER CAN EXPECT FROM LIBERTY HOMES

Subject to the terms of the Limited Warranty in the pages to follow.

1. Lot Drainage - Your home has been placed on soil engineered to withstand the anticipated settlement based on soil conditions found in your area and should not settle in such a way as to create structural problems during the one (1) year warranty period.
2. Concrete Surfaces - The concrete surfaces in your home should fulfill the functions for which they were intended without excessive settlement, cracking, or secondary damage such as leaking. Since concrete is likely to crack, standards are defined in this Limited Warranty section, including the Concrete topic in Home Components.
3. Structural Integrity - Homes are constructed by multiple people using a variety of difficult materials, so some tolerances are to be expected. What we consider to be acceptable tolerances is defined in the Home Components section.
4. Intrusion of the Elements - Your home should not leak. Exceptions may occur, such as driving rain forcing water into vents, windows, or under doors. Cold storage rooms and basements may show some signs of dampness and are not always waterproof, but under normal circumstances your home should protect you from the intrusion of the elements.
5. Mechanical Systems - The systems installed in your home to provide power, water, treated air, ventilation, and waste disposal should work consistently as described in this manual.
6. Finished Surfaces - Finished surfaces should maintain uniform or characteristic appearances for a reasonable period of time. Cracks or surface deterioration should be

repaired as outlined in the Care & Maintenance section.

7. Personal Property - Liberty Homes is not responsible for removing, replacing, or paying for homeowner installed items such as fences, landscaping, sprinkler systems, light fixtures, furniture, wallpaper, appliances, fixtures, window treatments, etc., not included in the original sale of the home.

WHAT YOUR HOME SHOULD EXPECT FROM YOU

1. Your home and lot were designed with a particular drainage pattern that will carry surface water from rain and irrigation systems away from your foundation. Water should not be directed toward the foundation, either in the form of lot drainage, landscaping, or for the use of an irrigation system.
2. Concrete surfaces should be free of salts, other deicing chemicals, and excessive weight such as moving vans or storage pods. Yard drainage should be maintained in order to divert water away from concrete surfaces. This will eliminate the chance of undermining the surface and eroding the bearing soil.
3. Any structural additions to the home must be performed by professionals who understand load bearing issues. Local municipalities require permits for building additions to ensure that the structural integrity is maintained.
4. Caulk is used to seal windows and doors. This will require inspection on a regular basis and replacement when necessary.
5. Your home's mechanical systems are designed for normal use. Placing above average demands on them, such as plugging several electrical devices into one circuit, will present problems. Regular maintenance (i.e. furnace filters) will allow them to perform as designed.
6. Wood products in the home require cleaning and sealing to prevent problems such as water penetration and exposure to the elements. Painted or sealed surfaces must be cleaned and refinished on a regular basis. If these precautions are not taken, these materials will deteriorate over time.
7. Care and maintenance recommendations are included in this manual for many of the components of your home. By following these and manufacturers recommendations, the life of your home will be extended exponentially. You, as the homeowner, should read this Limited Warranty in its entirety to understand the protection it provides, exclusions that apply, and the performance standards which determine coverage in each case.

II. THE LIMITED WARRANTY

To the limited extent set forth herein (including but not limited to the Warranty Coverage sections), Liberty Homes warrants the home for a period of one (1) year beginning on the date of settlement and expiring on the one (1) year anniversary of the date of settlement, against any “Covered Defects.” “Covered Defects” are defined as defects in workmanship and/or materials that are either part of the structure or are elements of the home as supplied by Liberty Homes at the date of settlement. “Covered Defects” are more particularly described and explained throughout this Limited Warranty section and expressly include the warranty exclusions set forth in part IV. The existence of a “Covered Defect” does not constitute a breach of this Limited Warranty; however, Liberty Homes may be obligated to repair or replace the item to conform to the Warranty Coverage, as further set forth herein. No repair shall extend the term of this Limited Warranty as to any “Covered Defect,” including the “Covered Defect” that was the subject of the repair. **This is not an insurance policy, a maintenance agreement, or service contract**, but a definition of what you have a right to expect in terms of warranties. If you have a mortgage on your home, your lender may require that you have a homeowners’ insurance policy. This warranty is not a homeowners’ insurance policy and will not satisfy the lender’s requirement.

III. THE LIMITED WARRANTY LIMITATION OF LIABILITY

It is understood and agreed that Liberty Homes’ liability, whether in contract, tort, statute, negligence, or otherwise, is limited to the remedy provided in this Limited Warranty. Liberty Homes’ obligations under this Limited Warranty, and under the purchase agreement, are limited to repair and replacement of the covered defect only, as and to the extent provided throughout this Limited Warranty section. Under no circumstances shall Liberty Homes be liable for any special, indirect, or consequential damages. This includes, without limitation, any damages based on a claimed decrease in the value of the home, bodily injury, emotional or mental distress, damage to personal property, or damage to real property which is not part of the home, even if Liberty Homes has been advised of the possibility of such damages. This Limited Warranty is the only warranty applicable to the purchase of this home. To the extent permitted by law, all other warranties, express or implied, including, but not limited to, all implied warranties of fitness, merchantability, or habitability, are disclaimed and excluded. You acknowledge and accept such disclaimer and agree to waive any and all rights you may have under such

representations and warranties, to the extent permitted by law. Except for the warranties provided in this Limited Warranty, you assume the risk of any and all damages hereafter occurring in or appearing on the property or within your home and other improvements constructed thereon regardless of the cause thereof. Your acceptance of the foregoing disclaimer is partially in consideration of the amount of the purchase price of the home, which is lower than it would be if Liberty Homes was to be held responsible for any such disclaimed warranties or representations by virtue of said express or implied representations or warranties.

IMPORTANT NOTES

In the event of any inconsistency between this Limited Warranty and the Warranty Coverage, the terms of this Limited Warranty shall control. If a defect occurs in an item covered by this Limited Warranty, Liberty Homes will repair or replace it to the extent required to conform to the Warranty Coverage. In the case of defects in structural elements, Liberty Homes will repair or replace the structural element to restore the load-bearing function, as designed, and make such other repairs as are necessary to return the home to a safe status. The repair of a defect will include the correction, replacement, or refinishing of only those surfaces, finishes, and coverings that were damaged by the defect and that were a part of the home when the title was first transferred by Montebello at Liberty Village, LC/Rochelle DB-3, LC/Liberty Homes at The Crossings, LC/Clark Construction & Services LLC/ Liberty Cove @ Day Ranch, LC/Liberty Homes at the Vistas, LC. Liberty Homes will repair or replace surfaces, finishes, and coverings constructed or installed by Liberty Homes that require removal in order for Liberty Homes to repair or replace a defect. The extent required for the repair or replacement of these surfaces, finishes, and coverings will be to approximately the same condition they were in prior to the defect, but not necessarily to a “like-new” condition. Liberty Homes cannot guarantee, nor does it warrant, exact color matches with the original surrounding area due to factors such as fading, aging, or unavailability of the original materials.

Liberty Homes assigns the homeowner warranties for particular appliances and equipment furnished by the manufacturer to Liberty Homes. Liberty Homes provides no warranty on those items except where the malfunction is due to damage during installation or improper installation. If it is necessary to request warranty service in such a case, the homeowner must make a request directly to the manufacturer. In the unlikely event that the manufacturer is not responsive to the request, Liberty Homes may assist the homeowner in attempting to obtain the necessary repairs or replacements from the manufacturer but is not obligated to do so.

The benefits included in this Limited Warranty are only available when service is requested according to the procedures established by Liberty Homes, as included in your warranty material. In addition, the homeowner’s failure to reasonably provide access to the home during

normal working hours for making repairs will relieve Liberty Homes from its obligations under this warranty. Liberty Homes' aggregate total liability shall not exceed the original contract price of the home less the lot value. Liberty Homes reserves the right to use its judgment in determining the most appropriate method of repairing warranty defects. Liberty Homes' offer to resolve an issue for which it bears no responsibility under this Limited Warranty does not create the responsibility to provide the resolution in another situation for which it bears no responsibility. Actions taken to cure defects will not extend the period of coverage specified in this Limited Warranty or any applicable statutes of limitation or repose. If actions by Liberty Homes relating to any obligations under this Limited Warranty are delayed by an event beyond its control, such performance will be excused until the delaying effects of the event are remedied. Such events include, but are not limited to, acts of God, acts of the common enemy, war, riot, civil commotion, or sovereign conduct, or acts or omissions by you or any other person not a party of this Limited Warranty.

IV. WARRANTY EXCLUSIONS

This Limited Warranty **excludes** the following specific items, and any other loss or damage which is not a Covered Defect. This includes, but is not limited to:

1. General home maintenance items. Please review this manual carefully for information on properly maintaining your home.
2. Cosmetic items. This includes, but is not limited to, paint, chips and nicks on all surfaces, scratches on surfaces, broken glass, spots on carpet, and cracks in grout.
3. Loss of, or damage to, any real property which is not part of the home covered by this Limited Warranty or is not included in the original purchase price of the home as stated in the closing documents.
4. Any damage caused by or to the extent it is made worse by:
 - a. Negligence, improper maintenance, or intentional or improper operation by anyone other than Liberty Homes, its agents, or Liberty Homes-hired subcontractors, including, but not limited to, damage resulting from rot, corrosion, or rust.
 - b. Failure by the homeowner or anyone other than Liberty Homes, its agents, or Liberty Homes-hired subcontractors to comply with the warranty requirements of manufacturers of appliances, fixtures, and equipment.
 - c. Failure by the homeowner to give timely notice to Liberty Homes of any defects.

- d. Changes in the grading by anyone other than Liberty Homes, its agents, or Liberty Homes hired subcontractors; failing to maintain the original grade; or failing to plant grass, trees, shrubs, and other landscape items at a proper distance from your home to prevent water flow towards your home.
 - e. Changes, alterations, or additions made to the home by anyone other than Liberty Homes, its agents, or Liberty Homes-hired subcontractors after the Limited Warranty commencement date. This includes repairing or attempting to repair defects without first contacting Liberty Homes.
 - f. Dampness or condensation due to the homeowner's failure to maintain adequate ventilation.
- 5. Loss or damage that the homeowner has not taken timely action to minimize, including, but not limited to, failing to notify Liberty Homes in a timely manner, failure to turn water off in the case of leaking or flooding, and failure to clean up water or sewage in the case of leaking or flooding.
 - 6. Any defect caused by, or resulting from, materials or work supplied by someone other than Liberty Homes, its agents, or Liberty Homes-hired subcontractors.
 - 7. Normal wear and tear or normal deterioration.
 - 8. Loss or damage not otherwise excluded under this Limited Warranty which does not constitute a defect in the construction of the home by Liberty Homes, its agents, or subcontractors.
 - 9. Loss or damage caused by, or resulting either directly or indirectly from, accidents, riots and civil commotion, theft, vandalism, fire, explosion, power surges or failures, smoke, water escape, falling objects, aircrafts, vehicles, lightning, windstorm, hail, tornado, hurricane, mudslide, earthquake, volcanic eruption, and other acts of God.
 - 10. Loss or damage caused directly or indirectly by flood, wind-driven water, surface water, overflow of a body of water, or spray from any of these (whether or not driven by wind), water which backs up from sewers or drains, changes in the water table which were not reasonably foreseeable at the time of construction, or water below the surface of the ground (including water which exerts pressure on, or seeps or leaks through, a building, sidewalk, driveway, foundation, or other structure), wetlands, springs, or aquifers.
 - 11. Loss or damage caused by soil movement. This includes, but is not limited to, subsidence, expansion, or lateral movement of the soil (including flood and earthquake), which is covered by any other insurance or for which compensation is granted by state or federal legislation.

12. Loss or damage to the home, persons, or property directly or indirectly caused by termites, other insects, birds, vermin, rodents, or other wild or domestic animals.
13. Loss or damage resulting from the use of the home for non-residential purposes.
14. Any condition which does not result in actual damage to the home. Including, but not limited to, uninhabitability or health risk due to the presence or consequence of electromagnetic fields (emfs), radon gas, mold, formaldehyde or other pollutants and contaminants, or the presence of hazardous or toxic materials.
15. Bodily injury or damage to personal property.
16. Loss or damage caused by, or resulting from, abnormal loading of structural elements by the homeowner, which exceeds design loads as mandated by codes.
17. Consequential damages including, but not limited to, costs of shelter, food, transportation, moving and storage, any other expenses related to inconvenience or relocation during repairs to the home, and any diminution of the home's market value.
18. Issues for which compensation is otherwise provided by legislation or which is covered by other insurance or public funds.
19. Any appliance, equipment, or other item in your home which is a "consumer product" for the purposes of the Magnuson-Moss Warranty Act (15 U.S.C. 2301 through 2312), including, but not limited to, the dishwasher, range, microwave, or garbage disposal is hereby excluded from the coverage of this Limited Warranty.
20. Color Match: Color matches of materials used in original construction or in repair or replacement of defective items are excluded from coverage. This is due to uncontrollable factors such as dye lot, weathering, normal wear and tear, or product unavailability. This includes, but is not limited to, brick, cabinets, concrete, tile, countertop materials, floor coverings, grout or mortar, paint, roof tile, stain on any wood surface, and stucco.
21. Any defect first occurring or discovered after the term of the warranty expires.
22. Liberty Homes has no obligation to perform warranty work if a homeowner fails to provide reasonable access to the home, or respond to requests for additional information within a reasonable time period, or schedule work within a reasonable time period, or refuses to allow work to be performed. The homeowner must permit reasonable access to their home to Liberty Homes, its employees, or subcontractors during regular business hours, Monday through Friday for the purposes of inspection or repairs. Verbal abuse and other such actions will also relieve Liberty Homes of its obligations to perform warranty work.

Reminder: If a trade partner comes to your home for a warranty request and determines the work is not covered by the Limited Warranty, you will be responsible for any costs incurred, including initial call and service fees even if no additional work is done. Failure to pay these costs will result in warranty work being suspended until the bill is paid in full.

V. OTHER LIMITED WARRANTY TERMS

The Limited Warranty set forth herein is provided to the original purchaser of the home only and is non-transferable. The Limited Warranty applies only to the use of the home as the initial homeowner's place of residence.

Notwithstanding any language to the contrary set out in this Limited Warranty, nothing in this Limited Warranty shall be construed to limit or disclaim any warranty, whether statutory or implied at common law, which under state law cannot be lawfully limited or disclaimed.

This Limited Warranty shall be interpreted and enforced in accordance with the laws of the State of Utah.

This Limited Warranty cannot be modified, altered, or amended in any way except by written notice by Liberty Homes.

If any provision of this Limited Warranty is determined by a court of competent jurisdiction to be unenforceable, that determination will not affect the validity of the remaining provisions.

If Liberty Homes chooses to discuss, address, repair, or replace any non-warrantable condition, Liberty Homes is not obligated, represented, promised, or committed to discuss, address, repair, or replace any other non-warrantable condition thereafter.

In the event of a dispute over warranty coverage, including the denial of coverage:

1. The seller may exercise the rights afforded in the original Real Estate Purchase Contract, including the ability, but not obligation, to repurchase the home under the terms outlined.
2. Or, the seller and Liberty Homes shall, in their sole and absolute discretion, be entitled to elect whether to have such matter be submitted to mediation through a mediation provider mutually agreed upon by the parties or binding arbitration, in accordance with the Rules of the American Arbitration Association.

HOME COMPONENTS

Following is information on Limited Warranty coverage on many components found in your home. Because we offer homebuyers a variety of floor plans and optional features, this section may discuss components that are not present in your home.

Before submitting a warranty request, review the relevant section in this part of the manual first to verify the issue is a covered defect and review and follow any troubleshooting tips. Doing this can expedite the process and help save you possible service fees on non-warrantable items.

AIR CONDITIONING

LIMITED WARRANTY GUIDELINES

Liberty Homes will install air conditioning systems according to local building codes, as well as to engineering designs of the floor plan. Because of variables specific to each home, including, but not limited to, floor plan, lot placement, window locations, and the direction home faces, specific system specifications may vary from home to home, even in seemingly similar homes.

The air conditioning system should maintain a temperature of 78 degrees **-or-** a differential of 15 degrees from the outside temperature, measured in the center of each room at a height of five feet above the floor. For example, if the outside temperature is 100 degrees, the system should maintain a temperature of 85 degrees using these parameters. Lower temperature settings may be possible, but neither the manufacturer nor Liberty Homes guarantee this.

Condenser

The air conditioning condenser must be in a level position to operate correctly. If it settles, take the necessary precautions to eliminate it from settling. The condenser should also be kept clear of plants and debris to ensure proper air flow. Issues caused by a condenser that is not level or is blocked by plants or debris will not be covered under the Limited Warranty.

Ductwork Noise

The popping or booming noise is the natural result of expansion and contraction of the ductwork system, and therefore is not covered by warranty. However, if you hear loud “oil canning” or other unusual noises not previously heard while running your system, submit a warranty request. It may not be possible to eliminate noises completely, but Liberty Homes will attempt to adjust them where warranted.

Filters

The majority of non-warrantable claims received are due to a dirty air filter that has restricted air flow. A clean filter will be white like the one shown on the left, not gray or black like the one on the right. It is your responsibility to regularly change your filter, and issues caused by a dirty air filter are not covered under this Limited Warranty.



While manufacturers typically suggest changing filters every three months, you may need to change it more often, particularly during the first year of homeownership. Though your home was construction cleaned before you took possession, newly constructed homes may still have some dirt in the ducts. In addition, if construction is still happening in your community, more dirt than normal may be pulled in from outside. Heavy usage, as is common during winter and summer seasons, and air conditions can also dirty a filter faster. **We recommend checking filters once a month and changing it as needed.**

Filter MERV Ratings

Our HVAC contractors suggest using a filter with a MERV Rating of 6 - 8. Higher-rated filters are thicker and can restrict airflow to your HVAC system and create issues within it. If you choose to use a higher-rated filter, issues created by the restricted air flow may not be covered by the Limited Warranty.

Modifications

Any warranty otherwise provided for the HVAC system is voided upon person(s) changing, modifying, adding to, or tampering with the HVAC system in any way. For example, basement additions which “tie-in” to existing HVAC system, ductwork, etc., void the HVAC portion of this warranty. If you wish to make any modifications, especially during your warranty period, we recommend contacting the HVAC company listed in the Emergency Phone Numbers list.

Non-Emergency

Lack of air conditioning service is not considered an emergency that qualifies for after-hours service. Air conditioning contractors in our region respond to air conditioning service requests during normal business hours and in the order received. However, if you meet the criteria listed in the Emergency Service section, you may call the HVAC company listed there as soon as you discover the issue to expedite the process and get “in line” for scheduling an appointment.

Temperature Variations

Temperatures may vary from room to room and floor to floor by several degrees Fahrenheit. This is due to such variables as floor plan, orientation of the home on the lot, type and use of window coverings, and traffic through the home. There is no warranty coverage for these normal temperature variations within the home.

Thermostat Changes

If you want to change the thermostat in your home, it is recommended you hire a professional to do the work. Improper installation could result damage or affect the functionality of your air conditioner and may void any existing warranties on your air conditioner. Thermostats not installed by Liberty Homes and any resulting problems and damage caused by thermostats not installed by Liberty Homes are not covered under this Limited Warranty.

TROUBLESHOOTING TIPS

In addition to saving you a potential service charge for a non-warrantable condition, checking the following items before requesting service can help the contractor resolve your issue quicker.

Reminder: Do not attempt to do anything beyond the tips listed here. Doing so may void your warranty coverage. If these troubleshooting tips do not work, submit a warranty request through the online form.

AC Not Turning On and/or Thermostat Not On

- Make sure thermostat is set to “cool,” and the temperature is set below the room temperature. If using a programmable thermostat, make sure the temperature hasn’t been held at a higher temperature, which will override any programming. See thermostat manual for information on programming and holding temperatures.
- Check that the blower panel on the front of the HVAC system is installed correctly. This panel compresses a button that tells the blower it is safe to operate (similar to a dryer’s door). If the panel is not properly installed and the button is not pushed in, the HVAC unit will not operate.
- Check that the switch on the side of the HVAC unit is turned on.



- Check the breakers in your main electrical panel for tripped breakers (Remember, if a breaker trips, you must turn it from the tripped position to the off position before you can turn it back on. See Electrical for more information on tripped breakers). If a breaker trips repeatedly, please submit a warranty request and include that information in your request.
- Check that the 220 switch on the outside wall near the air conditioner is on.
- Check that the air conditioner has not frozen (see tips on frozen air conditioner further down in this section).

AC is On, but the Air Blowing Out is Hot/Not Cool

- Check the filter and make sure it is clean to allow airflow. If you are unsure if filter is too dirty to allow airflow, replace the filter and see if this resolves your issue.
- Make sure vents and air returns are not obstructed. In addition to preventing proper air flow into a room, obstructions can cause the system to overheat.
- Check the condenser unit outside and make sure it is not obstructed by plants, dirt, or debris, which can also reduce air flow and affect the system's performance. If there is a lot of dirt on the condenser unit, rinse it off with a hose until it is clean and free of dirt.
- Check that the air conditioner has not frozen (see tips on frozen air conditioner further down in this section).

Unit Turning On and Off Repeatedly (Short Cycling)

- Check the filter and make sure it is clean to allow airflow. If you are unsure if filter is too dirty to allow airflow, replace the filter and see if this resolves your issue.
- Check the condenser unit outside and make sure it is not obstructed by plants, dirt, or debris, which can also reduce air flow and affect the system's performance. If there is a lot of dirt on the condenser unit, rinse it off with a hose until it is clean and free of dirt.
- Check that the air conditioner has not frozen (see tips on frozen air conditioner further down in this section).

AC System Freezing (Ice Around Coil and/or Lineset)

If your system has frozen, turn it off and allow it to thaw completely before turning it back on.

Running it while frozen can cause damage, which is not covered by warranty. Check the items

below and take the steps to resolve any that may be causing the issue. If the system freezes again after taking these steps, turn it off and submit a warranty request using the online form.

- Check your thermostat and make sure it has not been set too low. One common cause of freezing is when the system is overworked. If you set the temperature lower than the temperature you desire or below 68 degrees, not only will it not cool your home quicker, but this can overwork the system and cause it to freeze up. To avoid overheating in your home and the need to set lower temperatures that can freeze the system, make sure you are using the programming function on your thermostat to maintain a more consistent temperature while you are away.
- Check the filter and make sure it is clean to allow airflow. If you are unsure if filter is too dirty to allow airflow, replace the filter and see if this resolves your issue.
- Check the vents inside your home and ensure a large number are open and allowing air to flow freely. While it's OK to adjust vents to improve airflow to occupied areas of the home, you want to do so carefully because closing too many vents can restrict overall airflow and lead to your system freezing up.
- Check the condenser unit outside and make sure it is not obstructed by plants, dirt, or debris. If there is a lot of dirt on the condenser, rinse it off with a hose until it is clean and free of dirt.

APPLIANCES

LIMITED WARRANTY GUIDELINES

With the exception of issues caused by installation, **appliance warranties are provided by the manufacturer**. We confirm that all appliance surfaces are in acceptable condition during your orientation. We assign all appliance warranties to you, effective on the date of closing.

For warranty or service questions contact the manufacturer directly. Most appliances installed by Liberty Homes are either LG or Whirlpool. Check your appliances and/or the owner's manual to determine which company to contact for warranty service:

LG Warranty Line: 800-243-0000

Whirlpool Warranty Line: 866-333-4591

Be prepared to provide the model and serial number of the appliance along with the date your home closed. **Your closing documents are your proof of purchase** on appliances installed by

Liberty Homes. Use the table below to keep track of your serial numbers.

	Model Number	Serial Number
Range		
Range Hood		
Cooktop		
Wall Oven(s)		
Dishwasher		
Refrigerator		
Freezer		
Microwave		
Disposal		
Washer		
Dryer		

In all instances, **if you suspect a gas leak, turn off the gas immediately, call the local gas company, and evacuate your home** until the gas company can check for a leak.

Appliances: Measuring/Fit

It is your responsibility to measure the space available for new appliances. Be sure to measure height, width, and depth to ensure proper fit. For refrigerators, check the manufacturer's required width with doors open to ensure you have enough space to open doors. There is no warranty coverage for appliances you purchase that do not fit the openings.

Appliances: Moving/Disconnecting for Other Warranty Work

If an appliance needs to be disconnected or moved for other warranty work, Liberty Homes, its employees, and subcontractor partners will not be able to disconnect or move it, and you need to reach out to a professional to do this. This is to protect both you and Liberty Homes, its employees, and subcontractor partners and to preserve any warranty coverage on the appliance.

Garbage Disposal Clogs Caused by Improper Items in the Disposal

There is no warranty coverage, from the manufacturer or Liberty Homes, for disposal clogs or damage caused by improper items being placed in a garbage disposal. **For a list of items that should not be put in a garbage disposal, see Appliances in Part 3— Care & Maintenance.**

TROUBLESHOOTING TIPS

Reminder: Do not attempt to do anything beyond the tips listed here. Doing so may void your warranty coverage. If these tips do not work, contact the appliance manufacturer.

No Power to an Individual Appliance

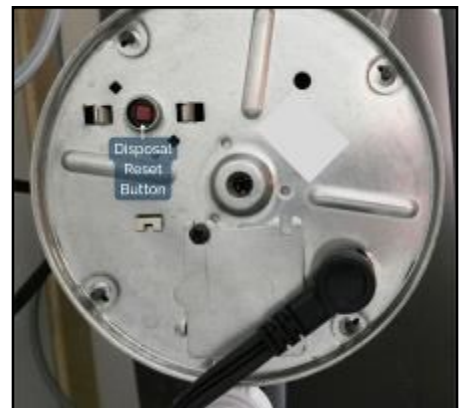
- Make sure the appliance is plugged in completely
- Check the electrical panel for possible tripped breakers (see Electrical)
- Check all GFCI outlets in home to ensure they haven't tripped (see Electrical)

Dishwasher Won't Run/Doesn't Fill Up With Water

- Check all items under “No Power to an Individual Appliance” above
- Make sure the door is closed and locked on the dishwasher
- Make sure the water supply to the dishwasher is turned on

Garbage Disposal Has No Power (Makes No Sound When Turned On)

- Check all items under “No Power to an Individual Appliance”
- Check reset button on disposal. This red button is typically on the bottom or on the side near the bottom. The reset button is designed to trip in order to protect the disposal in instances where there is a clog, it overheats, or the motor overloads. Push the button to reset it and try to run the disposal. If it repeatedly trips, check for any clogs that could be causing it. If there are no clogs, contact the manufacturer for warranty coverage.



Garbage Disposal Producing a Slow, Humming Sound

A slow, humming sound indicates the disposal is jammed. **Do not continue to run a disposal that is jammed** — this can cause the motor to burn out.

To unjam the disposal, follow the steps below for the brand of disposal you have in your home:

ISE (InSinkErator) Disposals

- Turn off and unplug the disposal.
- Insert the disposal wrench into the flywheel turning hole on the bottom of the disposal and turn it clockwise. If the wrench does not turn easily, it is OK to use a little force. The wrench is designed to bend before damage is done to the garbage disposal. Continue to work the wrench until it freely turns in both directions.
- Use a flashlight to look down into the disposal. If you see anything inside the disposal, use tongs or pliers to remove it from above. **Do not put your hands in the disposal.**
- Plug the disposal back in, check the red reset button located on the bottom of the disposal to make sure it did not trip, then turn on the water and the garbage disposal to see if it is running properly. If this does not resolve the issue, contact the manufacturer for warranty coverage.

Moen Disposals

- Turn off and unplug the disposal.
- If your garbage disposal has a removable splash guard, remove it now.
- Using a flashlight, check for any foreign objects lodged between the turntable and grind ring. Before proceeding, verify that the power is off. Using tongs or needle nose pliers, remove the foreign object(s). **Do not put your hands in the disposal.**
- Once the foreign object(s) has been eliminated, use a wooden spoon or un-jamming wrench (Moen Part #1037) up against a swivel impeller and begin to push. The motion of pushing the swivel impeller should allow the entire turntable to be rotated manually. Continue this rotation until you are able to rotate the turntable clockwise or counter-clockwise a full revolution insuring it has released.
- Plug the disposal back in, check the red reset button on the bottom of the disposal to make sure it did not trip, then turn on the water and the garbage disposal to see if it is running properly. If this does not resolve the issue, contact the manufacturer for warranty coverage.

Dishwasher or Garbage Disposal: Water Not Draining From Sink

Water not draining indicates a clog in the plumbing system. Only clogs caused by construction debris (within the first 30 days of ownership) are covered by warranty, so in most cases, you will need to unclog your system or pay a plumber to do so (we can help with scheduling if you'd like).

- Follow the steps under “Garbage Disposal: Producing a Slow, Humming Sound” above. If something is jammed/clogged in your disposal, this should resolve it.
- If these steps do not resolve the issue, the clog is likely in the pipes. See Plumbing.

Gas Appliances

- If you are having an issue with a gas appliance lighting, make sure the pilot light is lit.
- Other than checking the pilot light, it is not recommended you do any additional work due to the potential danger posed by gas and gas leaks.

ATTIC ACCESS

LIMITED WARRANTY GUIDELINES

Liberty Homes and the local building department inspect the attic before your closing to confirm insulation meets local building standards and codes. There is no warranty coverage for the attic and insulation in the attic, nor does the Limited Warranty cover personal injury or damage caused by stepping off of wood members onto drywall. Do not use the attic as storage and use caution when going into the attic to perform needed tasks (see Attic Access in Care & Maintenance for more info on attic usage and guidelines).

BASEMENT

LIMITED WARRANTY GUIDELINES

Liberty Homes offers no warranty coverage for basements finished after the home has closed and not part of the original home purchase. Finishing a basement can also impact other parts of your Limited Warranty as detailed below.

Access

When a basement is finished, it can close off access to areas needed for future repairs, and repairs may no longer be possible due to access being restricted by drywall and other finishes. An example of this is when drywall is added to the ceiling of a basement, restricting access to the framing and subfloor of the floor above it to repair floor squeaks. Liberty Homes will not remove material to perform repairs in such instances.

Dampness

Although we make every effort to ensure a dry basement, including taking steps like damp-proofing, during times of excessive moisture you may notice some dampness. Dampness may be more prevalent in unfinished basements. This is a normal occurrence, and there is no warranty coverage for dampness in basement. If there is water flowing into your basement, submit a warranty request using the online form, and Liberty Homes will schedule an inspection to determine the cause and if it is covered under the Limited Warranty. Water flows caused by improper installation of landscaping or failure to adequately maintain drainage and grade are not covered by warranty. While waiting for the inspection and any repairs if the inspection deems the water flow is covered by warranty, take any steps possible to limit water flow and clean up any water to mitigate possible damage to the materials in your home.

Drains on Basement Walkouts

Drains located in the landings of basement walkouts require regular cleaning and maintenance to ensure they do not fill up with dirt, leaves, rocks, and other debris that could block the drain and cause flooding in the walkout and your basement. This is part of homeowner maintenance. Clogged drains, flooding, and other issues caused by lack of regular cleaning and maintenance are not covered by the Limited Warranty.

Finishing an Unfinished Basement

Many homes offered by Liberty Homes include an unfinished basement. If you decide to perform additional construction in the basement, obtain guidelines from a licensed engineer, obtain a building permit, and comply with all codes and safety requirements. Liberty Homes does not warrant you will be able to obtain such a permit because building codes may change.

Use professionals to do the work to ensure proper construction that does not damage your home or the systems within it. If you are still within your one-year warranty with Liberty Homes, work done on the basement may void warranty coverage on areas affected by it, including, but not limited to, the electrical, HVAC, and plumbing systems. We recommend using the subcontractors listed on the emergency service page for any work on these systems to ensure your warranty is not voided.

Modifications

If, during the process of finishing the basement, you or a contractor you hire modifies existing systems, finishes, or any other item included in the original purchase of the home, the Limited Warranty for those items will be voided. See Air Conditioning, Electrical, Heating, and Plumbing for additional information and best practices.

CABINETS

LIMITED WARRANTY GUIDELINES

During the orientation, we will confirm that all cabinet parts are installed correctly and that their surfaces are in acceptable condition. Liberty Homes will replace or repair items noted on the Home Owner Orientation Inspection form that do not meet industry standards, and those will be signed off as completed on the form. Items requiring special lighting or viewing from specific angles to be visible will not be changed.

Brand, Style, and Color of Cabinets

Your selection sheets are your record of the brand, style, and color of cabinets in your home.

Crown Molding

Crown molding will often look as if it is a different color from the cabinets. This is due to lighting and the slight angle on crown compared with the vertical facing doors. This is more prevalent on white or off-white cabinets. The color of crown molding and cabinets is confirmed at installation. There is no warranty for crown molding that appears to be a different color.

Door Alignment

Cabinets are checked for proper alignment prior to closing. Maintaining alignment and correcting misaligned doors is the homeowner's responsibility. See Cabinets in Care & Maintenance for more information on door alignment.

Heat and Water Damage

Damage caused by heat or water is not covered by the Limited Warranty. Avoid using appliances that put off heat or steam near your cabinets and remove water and excess moisture from cabinets immediately to prevent damage.

Painted Cabinets

It is expected with painted cabinetry that the joints of the doors and face frames may show. Since wood naturally expands and contracts, the joints on a door or face frame may do the same. You may see hairline cracks in the finish surface at the joints in both doors and face frames. These are normal and do not affect the strength of the door or face frames. Although it may not be prevalent when the product is new, over time as the wood takes in and expels moisture, the joints may start to show. This is not considered a defect; it is a characteristic of wood. There is no warranty coverage for hairline cracks or visible joints on doors and face frames of painted cabinets.

The end grain on doors and drawer fronts may also show through paint and is considered normal.

The construction seams where two cabinets meet may be more visible on painted cabinets compared to stained cabinets and have a higher tendency to show chips, nicks, and dings. Because this is normal, there is no warranty coverage for this.

No type of steam or steam cleaner should be used to clean or come in contact with cabinets, as loose or peeling paint caused by heat and moisture is not covered under this warranty.

Separations

If gaps between cabinets and the walls exceed 1/8 inch, submit a warranty request using the online form, and Liberty Homes will schedule a visit to investigate the possible cause and if it qualifies for repair. This visit does NOT guarantee the gap will be repaired. That determination will be made solely by Liberty Homes. Locations behind appliances are excluded from repair.

Warping

If doors or drawer fronts warp in excess of 1/4 inch within 24 inches, submit a warranty request using the online form, and Liberty Homes will schedule a visit to investigate the possible cause of the warping and if it qualifies for repair or replacement. However, this visit does NOT guarantee the warped door or drawer front will be repaired or replaced. That determination will be made solely by Liberty Homes. Warping or other damage caused by heat or moisture is not covered by the Limited Warranty.

Wood Grain

Readily noticeable variations in wood grain and color are normal in all wood or wood veneer selections. Replacements are not made due to such variations.

CAULKING

LIMITED WARRANTY GUIDELINES

During the orientation we confirm that areas requiring caulk are adequately caulked. Subsequent maintenance of caulked areas is your responsibility. See Caulking in the Care & Maintenance section for more information on caulking maintenance and repair.

All new homes go through a period of settlement, so your home may experience some minor material shrinkage, cracking, and other events which are normal and customary. Examples include small cracks in drywall and paint, and separation where dissimilar materials meet each

other. For example, where moldings meet sheetrock or where countertops meet the wall. In most cases, paint and caulking is all that is necessary to conceal the types of blemishes that result from the natural expansion and contraction of material. Because these events are normal and customary, they are not a defect covered by the Limited Warranty.

Fiberglass Shower/Tub Surrounds

The fiberglass shower/tub surround installed by Liberty Homes is a three-piece insert with overlapping flanges behind the pieces that prevents water from getting to drywall and other materials behind the inserts. The openings/seams between the panels are normal and are designed to keep the flow of water running down to the tub. Water will go into the vertical seam, hit the flange, and drain into the tub. Because these openings/seams serve an important purpose in water drainage and keeping water off of drywall and other materials behind the panels, **these openings/seams should not be caulked.**



CONCRETE

LIMITED WARRANTY GUIDELINES

If there is one fact that homeowners need to know about concrete, it is that concrete cracks. Natural movement and shrinkage of the basement slab or any concrete slab can result in cracking. Minimize this by maintaining good drainage, being careful when landscaping so moisture doesn't reach soil around and under your home or concrete surfaces such as sidewalks and driveways, and not planting trees too close to concrete, which can develop root systems that grow under the concrete and crack it.

Cracks

There is no guarantee that the concrete will not crack. Concrete cracking is not covered under this warranty. Fill any cracks as soon as you notice them to ensure they do not expand or grow, which can allow water underneath and create additional issues. See Concrete in the Care & Maintenance section for more information.

Color

Concrete slabs vary in color. Liberty Homes provides no correction for this condition. When

concrete is poured during colder weather conditions, Liberty Homes often uses concrete blankets to help prevent freezing. These blankets can cause color variations and/or irregular visual patterns in the concrete as it cures. These color variations and/or irregular patterns are considered normal and are not covered by the one-year Limited Warranty.

Edge Chipping

Edge chipping due to expansion and contraction of concrete flat work or the supporting soils is not covered under this Limited Warranty.

Finished Floors

If cracks, settling, or heaving rupture floor materials that Liberty Homes installed as part of the home as you originally purchased it, submit a warranty request using the online form, and Liberty Homes will schedule an inspection to determine possible causes and if the ruptured materials are covered by warranty. Cracks, settling, or heaving that leads to a ruptured floor caused by grading/drainage changes are not covered by warranty. See Settling or Heaving below.

Garage Slabs

Minor puddling is common but should not exceed 3/8 of an inch in a 32-inch radius. If a puddle exceeds these parameters, submit a warranty request using the online form, and Liberty Homes will schedule a site visit to determine possible causes and if it qualifies for repair. Liberty Homes will not be responsible for color variations on repairs.

Level Floors

Concrete and wood floors in the home's habitable areas should be level to within 3/8 inch within any 32-inch radius with the exception of an area specifically designed to slope toward a floor drain. If floors become unlevel, submit a warranty request using the online form, and Liberty Homes will schedule a visit to investigate possible causes and if it qualifies for repair. If repairs are done, Liberty Homes will repair by surface patching.

Porch Caps

Water leakage into porch storage rooms from porch caps is not unusual and is not covered by this Limited Warranty. Liberty Homes will not be responsible for improper landscaping, maintenance, or negligence of the homeowner in controlling water on the porch. Acts of nature such as driving rain or snow are not covered under this warranty.

Separation

If a concrete slab separates from the home in excess of one inch, submit a warranty request using the online form, and Liberty Homes will schedule a site visit to investigate the possible cause and if it qualifies for repair.

Settling or Heaving

If slabs settle or heave in excess of two inches or if such movement results in negative drainage (toward the home) or in hazardous vertical displacement, submit a warranty request using the online form, and Liberty Homes will schedule a site visit to investigate possible causes and if it qualifies for repair. Settling or heaving caused by grading/drainage changes are not covered by the Limited Warranty.

Spalling (Surface Chips)

Causes of spalling include repeated hosing of concrete for cleaning, animal urine, radiator overflow, fertilizer, uncleared snow and ice, ice-melting agents, and road salts from vehicles. Repair of spalling is a home maintenance task and is not covered under this warranty.

Standing Water

Water may stand on exterior concrete slabs for several hours after precipitation or from roof runoff. If water remains longer than 24 hours after storms have ended, submit a warranty request using the online form, and Liberty Homes will schedule a site inspection to determine possible causes and if it qualifies for repair. Standing water caused by roof runoff of melting snow or ice is not covered by the Limited Warranty.

COUNTERTOPS

LIMITED WARRANTY GUIDELINES

During your orientation we confirm that all countertops are in acceptable condition. We repair noticeable surface damage such as chips, cracks, and scratches noted on the Home Owner Orientation Inspection form that do not meet industry standards, and those will be signed off as completed on the form. Subsequent damage and repair of surface damage is one of your home maintenance responsibilities. Follow manufacturer's instructions on cleaning and care.

Brand, Style, and Color of Countertops

Your selection sheets provide a record of what type of countertops are in your home.

Chips, Cracks, Dents, Dings, and Scratches

Chips, cracks, dings, dents, scratches, and other cosmetic damage are not covered by the Limited Warranty. To help prevent cosmetic damage, use care when placing items on or near your countertops and never cut directly on your countertop surfaces. Even the strongest countertop materials are not 100 percent indestructible. Edges and seams are particularly susceptible to chips, cracks, dents, dings, and scratches.

Caulking

Caulking between the countertop and the wall, along the joint at the backsplash (the section of counter that extends a few inches up the wall along the counter area), and around the sink may shrink, leaving a slight gap. Maintaining a good seal in these locations is important to keep moisture from reaching the wood under countertops, drawers, and cabinets and to prevent warping. This is your responsibility to maintain and is not covered under the Limited Warranty. See the Caulking sections of this manual.

Heat

A common causes of damage to countertops is heat, such as placing an extremely hot pan on the countertop. A good rule of thumb is if it's too hot to touch, it's too hot to place on the countertop. There is no warranty coverage for damage caused by placing hot pans or other items on the countertop.

Laminates

Laminated countertops will have one or more discernible seams. If a seam exceeds 1/16 inch, submit a warranty request using the online form, and Liberty Homes will inspect the possible cause of the seam and if it qualifies for repair.

Granite

Granite is a product of nature and contains weak spots, hairline cracks, and fissures. The hairline cracks will be filled with resin before installation is complete. Additional cracks may appear after installation, particularly if settling in the home occurs, causing movement or stress on the granite countertops. There is no compensation or warranty coverage on granite countertops that crack after installation.

Seams

All seams are visible, especially on light colored countertops. The seams, however, should not have valleys or depressed gaps at the seams. Any of these gaps will be filled with the appropriate filler when notification is received within 30 days of closing. The homeowner is responsible for keeping all seams dry. Separation due to excessive water is not covered by this warranty.

Separation from Wall

Separation of countertops from walls, backsplashes, and around sinks results from normal shrinking of materials. There is no warranty coverage for separation, and subsequent caulking will be your maintenance responsibility. See also Caulking.

DAMP-PROOFING

LIMITED WARRANTY GUIDELINES

We spray your foundation walls with an asphalt emulsion damp-proofing material. This is not waterproofing. Although we make every effort to ensure a dry basement, you may notice some dampness during times of excessive moisture. Dampness may be more prevalent in unfinished basements. This is a normal occurrence, and there is no warranty coverage for dampness in basement. Over time, natural compaction of soils in the backfill areas will usually eliminate this condition. Maintaining positive drainage will also protect your basement from dampness.

Liberty Homes, in its sole and absolute discretion, may correct conditions that allow water flow to enter the basement unless the cause is improper installation of landscaping or failure to adequately maintain drainage and grade. Whether the water penetration is determined to be water flow or dampness, which is not covered by warranty, will be determined by Liberty Homes.

DECKS

LIMITED WARRANTY GUIDELINES

Composite decking materials are covered by manufacturer's warranties. For warranty questions, contact the manufacturer directly.

Exposed wood posts are constructed to meet structural and functional design. During the orientation, we will confirm that the wood posts are in satisfactory condition and repair any noted on the Home Owner Orientation Inspection form that do not meet industry standards, and those will be signed off as completed on the form.

Replacement Posts

Shrinkage, cracking, splitting, cupping, and twisting are natural occurrences in wood products and are excluded from Limited Warranty coverage. Liberty Homes does not provide corrections when problems occur due to lack of normal homeowner maintenance. See Decks in the Care & Maintenance section for information on maintaining your posts and other parts of your deck.

Sealing/Color Variation

Sealing your wood posts is your responsibility. Color variations are a natural result of the way in which wood accepts stain and are excluded from Limited Warranty coverage.

DOORS AND HARDWARE

LIMITED WARRANTY GUIDELINES

During the orientation we confirm that all doors and thresholds are in acceptable condition and correctly adjusted. Liberty Homes will repair damage to doors noted on the Home Owner Orientation Inspection form that do not meet industry standards, and those will be signed off as completed on the form. Subsequent repairs are your responsibility.

Door Knobs

Teach children not to hang on the doorknob and swing back and forth, as this works loose the hardware and causes the door to sag. Do not use excessive force to twist or pull doorknobs when opening and closing doors, which can loosen the screws that hold the knob together. At the first sign of a loose knob, take steps to tighten the screws on it to prevent the knob pieces from disconnecting from one another and the knob falling off. There is no warranty coverage for issues caused by hanging on doorknobs, excessive force used on doorknobs, or disconnected or damaged knobs caused by the failure to quickly and properly secure when loose.

Door Squeaks

In most instances, door squeaks are caused by dirt build-up in hinge or lack of lubrication at the hinges, which is homeowner maintenance and not covered by warranty. If you have a door squeak, try cleaning and lubricating and cleaning the hinges first. If this does not resolve the squeak, submit a warranty request using the online form, and Liberty Homes will schedule an inspection. Please note that if the inspection determines that dirty hinges or lack of lubrication is the cause of a squeak, you may be responsible for any charges.

Door Stops

The door stops in your home were adjusted to prevent damage to the drywall behind the door. Removing, changing the adjustment, or pushing a door to open it wider than the door stop allows can cause the door knob to go through drywall. Such damage is not covered by the Limited Warranty.



Doors With Internal Blinds

Use caution when opening and closing blinds to prevent the cords from binding, magnets

becoming detached, or damaging the slat. Slide the slider in a slower, more deliberate manner, not rapidly. Bound cords, detached magnets, and slat damage caused by opening and closing blinds quickly or carelessly is not covered by the Limited Warranty.

When you first move in, there may be bumper above the slider. This is installed to by the factory to keep the blinds in place during transit and installation to prevent damage. If the bumper is still above the slider, remove it, which will allow for full operation of the blinds.



Failure to Latch

If a door will not latch because of minor settling, you can correct this by raising or lowering the strike plate. Liberty Homes will adjust this one time during the warranty period.

Opening and Closing by Gravity

Doors should not open or close by the force of gravity. If you have this happening in your home, submit a warranty request using the online form, and Liberty Homes may adjust the door as necessary to meet the standard.

Slamming Doors

Slamming doors can damage both doors and jambs and can even cause cracking in walls. There is no warranty coverage for damage caused by slamming doors.

Sticking

The most common cause of a sticking door is the natural expansion of lumber caused by changes in humidity. Because this is a normal occurrence, there is no warranty coverage for sticking doors. See Care & Maintenance for more information on sticking doors.

DRYWALL

LIMITED WARRANTY GUIDELINES

During the orientation, we will confirm that drywall surfaces are in acceptable condition. Items noted on the Home Owner Orientation Inspection form will be fixed at that time and signed off as

completed on the form. Other than the one-time repair for nail pops, cracking, and visible seams caused by normal settling and expansion and contraction, subsequent drywall repairs are not covered by the Limited Warranty. Cracks, dings, or other damage caused by homeowner action, such as hitting a wall while moving furniture in, are not covered by warranty at any time.

One-Time Repairs

Liberty Homes will fix nail pops, drywall cracking, and visible seams ONE time during the first year. This repair is for nail pops, cracks, and visible seams caused by normal settling and expansion and contraction and does not include cracks, dings, or other damage caused by homeowners. We recommend that homeowners wait until the 11th month to request this one-time repair using the online warranty request form. When requesting your one-time repair, please include as much information as possible, including the number of nail pops, cracks, and visible seams, and photos of cracking and visible seams so Liberty Homes can ensure the proper contractors are scheduled for the work. It will be the homeowner's responsibility to point out all nail pops, cracks, and visible seams for the subcontractor to repair. Nail pops, cracks, or visible seams discovered after the subcontractor leaves will be the homeowner's responsibility.

When the repaired areas are repainted, Liberty Homes will use the same paint that was on the surface when the home was delivered, and paint will be applied to the repaired area only. Due to the effects of time on paint and possible dye lot variations, touch-ups may not match the surrounding area. Repainting the entire wall or entire room to correct this is your choice and your responsibility. If you repainted, put up wallpaper, or otherwise changed the paint after the home was delivered, you will be responsible for that part of the repair.

Nail Pops

Nail/screw pops are normal and caused by the shrinkage of the wood and normal deflection of rafters or other materials to which the drywall is attached. They are beyond the builder's control and, other than the one-time repair, are not covered under this warranty.

Lighting Conditions

Liberty Homes does not repair drywall flaws that are only visible under particular lighting conditions. A good rule is to stand 10 feet away looking straight at the defect; if it is not visible, it is not a defect.

Related Warranty Drywall Repairs

If a drywall repair is needed as a result of other warranty-based repair (such as a plumbing leak), Liberty Homes completes the repair by touching up the repaired area with the same paint that was on the surface when the home was delivered. If more than one-third of the wall is involved, we may repaint the wall corner to corner, but this is at the discretion of Liberty Homes and its

subcontractor partner. You are responsible for custom paint colors or wallpaper that has been applied after closing. The effects of time on paint and wallpaper, as well as possible dye lot variations, mean touch-up may not match the surrounding area. Repainting the entire wall or entire room to correct this is your choice and your responsibility.

Repairs May Be Visible

While every attempt will be made to make repairs blend in with the existing drywall, Liberty Homes cannot guarantee that a repaired area will not be visible. This includes variations in any texturing, slight bumps in repaired areas, and paint touch-up not matching the surrounding area as noted in “Related Warranty Drywall Repairs.”

ELECTRICAL

LIMITED WARRANTY GUIDELINES

Designed Load

Your home's electrical system has been wired to meet industry standards. Incorrect use of the system, however, can result in power outages and other issues. Liberty Homes will repair any electrical wiring that fails to carry its designed load to meet specifications. There is no warranty coverage for incorrect use of the system that results in power outages or other issues. If electrical outlets, switches, or fixtures do not function as intended, Liberty Homes may repair or replace them.

Fixture Location

We install light fixtures in the locations indicated on the plans, and locations are confirmed at your 4-way walk. After the 4-way walk, fixture locations are considered final by Liberty Homes, and fixtures will be installed at those locations only. Moving fixtures to accommodate specific furniture arrangements or room use is your responsibility.

GFCI (Ground-Fault Circuit-Interrupters)

Liberty Homes is not responsible for food spoilage that results from plugging refrigerators or freezers into a GFCI outlet or landscape damage due to an irrigation timer being plugged into a GFCI outlet that has tripped.

Light Bulbs

Liberty Homes will replace burned out bulbs noted during your orientation, and those will be signed off as completed on the Home Owner Orientation Inspection form. You are responsible for replacing subsequent burned-out bulbs.

Light Fixtures

During the orientation, we confirm that light fixtures are in acceptable condition. Any cosmetic damage to fixtures noted on the Home Owner Orientation Inspection form will be repaired as part of the closing process and signed off as completed on the form. There is no warranty coverage for subsequent cosmetic damage. Liberty Homes' Limited Warranty excludes any fixture you supplied and any damage caused during the installation process.

Modifications

Any warranty otherwise provided for electrical is voided upon person(s) changing, modifying, adding to, or tampering with the house electrical system in any way. For example, basement additions which “tie-in” to existing house wiring void the electrical portion of this warranty.

The Limited Warranty also does not cover any fixture or other item that has been modified or was not installed by Liberty Homes and in the home when it closed.

Outlets

Outlets are placed according to the plan and in compliance with building codes. Locations are inspected multiple times during the building process for compliance with codes, and the locations are final based on building codes and these inspections confirming compliance. Liberty Homes will not move outlet locations.

Power Surges

Power surges are the result of local conditions beyond the control of Liberty Homes and are excluded from Limited Warranty coverage. These can result in burned-out bulbs or damage to sensitive electronic equipment such as TVs, alarm systems, and computers. To help prevent damage, surge protectors are recommended. Damage resulting from lightning strikes is also excluded from Limited Warranty coverage.

TROUBLESHOOTING TIPS

Reminder: Do not attempt to do anything beyond the tips listed here. Doing so may void your warranty coverage. If these tips do not work, submit a warranty request through the online form.

No Electrical Service Anywhere in the Home

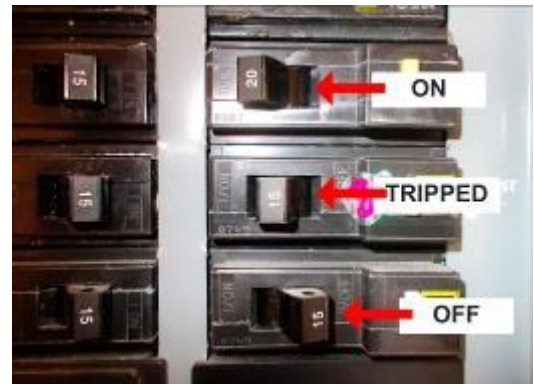
Before calling for service, check to confirm the following:

- Service is not out in the entire area. If it is, contact the utility company.
- Main breaker and individual breakers are all in the on position. See Electrical in Care & Maintenance section for more on tripped breakers.

No Electrical Service to One or More Outlets/ Switches

Before requesting service, check to confirm the following:

- Main breaker and individual breakers are all in the on position. See Electrical in Care & Maintenance.
- Applicable wall switch is on.
- GFCI outlets have not tripped. Even if the outlet/switch you are trying to use is not a GFCI, it may be on an electrical line with another GFCI outlet that can interrupt service if it trips. Check all the GFCI outlets in your home to ensure none have tripped. Reset any tripped GFCI's and try the outlet/switch again. If the outlet or switch that is not working is outdoors, check your GFCI outlets in the basement and garage. See Electrical in Care & Maintenance section for more on GFCI outlets.
- Item you want to use is plugged in.
- Item you want to use works in other outlets.
- Light bulb in the lamp or fixture is good.



Breaker Trips Repeatedly

If a breaker trips repeatedly, unplug all items connected to it and reset it:

- **If it trips with nothing plugged in**, there may be an issue with the breaker. In that case, submit a warranty request using the online form.
- **If it stays on with nothing plugged in**, you have either overloaded the circuit or one of the items plugged into it is defective. Plug items in one at a time to see if any trip the breaker. If an item trips it, it is likely defective and needs to be replaced. If no item trips the breaker on its own, you have overloaded the circuit and need to reduce the load by removing some items.

Appliances and home systems that draw a lot of power have been put on their own circuits to avoid tripping breakers. Do not plug anything else into the same outlets as these or you may trip the breakers. This includes refrigerators, washers and dryers, and HVAC systems. Any food spoilage or damage due to a breaker tripped caused by such actions is not covered by warranty.

Flickering Lights

- Check light bulb to make sure it is screwed into the socket tightly.
- If the bulb is screwed in tightly, try replacing it to see if that stops the flickering.

EXPANSION AND CONTRACTION

LIMITED WARRANTY GUIDELINES

All new homes go through a period of settlement and movement. Your home may experience some minor material shrinkage, cracking, and other events which are normal and customary. Examples include small cracks in drywall and paint and separation where dissimilar materials meet each other. For example, where moldings meet drywall or where countertops and backsplashes meet the wall. In most cases, paint and caulking is all that is necessary to conceal these types of blemishes that result from the natural expansion and contraction of construction material. Because these events are normal and customary, they are not a defect covered by this express Limited Warranty. See also Caulk and Drywall sections.

Plumbing drain pipes expand and contract as hot water flows through them. This can cause a ticking sound inside the wall or drainage path. This is normal and requires no repair.

EXTERIOR: SIDING

LIMITED WARRANTY GUIDELINES

We will confirm the condition of the siding during your orientation and repair any items noted on the Home Owner Orientation Inspection form that do not meet industry standards, and those will be signed off as completed on the form. Subsequent damage to the siding is your responsibility.

Cracks

If cracks exceed 3/16-inch, submit a warranty request using the online form, and Liberty Homes will schedule a site visit to inspect possible causes and determine if cracks qualify for a one-time repair. For cracks Liberty Homes determines warrant repair, we will caulk and apply touch-up paint to the cracks. Paint touch-up will likely not match due to variations in dye lots and the effect of weather and time on the siding. Because this is a one-time repair, Liberty Homes recommends waiting until near the end of the first year to do it if possible. However, if water is

penetrating the crack and going behind the siding or the crack gets worse, submit a warranty request as soon as possible to prevent damage.

Drip Edges

There are times when siding boards will not be big enough to cover one area continuously and seams will be present. To protect the home from water getting in that seam and between the siding and home, a drip edge will be installed. Seams and drip edges are normal and not considered a defect, and therefore, there is no warranty coverage for them.

Separation of Joints/Delamination

If separations at joints or where siding meets another material allows water to enter the home or there is delaminating siding, submit a warranty request using the online form, and Liberty Homes will schedule a site visit to determine possible causes and if the separation/delamination qualifies for repair, but such visit does not guarantee repairs will be made.

EXTERIOR: STONE

LIMITED WARRANTY GUIDELINES

Liberty Homes will repair stones that have fallen off and mortar deterioration during the warranty period unless it is caused by homeowner's lack of maintenance, negligence, or misuse. The Limited Warranty does not include any other damage caused by stones falling off the home.

If a stone or stones have fallen off and are still in-tact, please keep them so they may be reattached. If replacement stones are required, Liberty Homes will make every effort to match product but cannot guarantee a perfect match due to uncontrollable factors such as dye lot variations, weathering, and normal wear and tear.

Dry Stack Stone

Because dry stack stone does not have grout on the outside to hold it in place, it is more susceptible to moisture infiltration and the loss of stones due to the expansion that occurs when water freezes. Due to the climate variations in Utah, the popping of dry stack stone is a common occurrence and does not mean that it was installed improperly.

EXTERIOR: STUCCO

LIMITED WARRANTY GUIDELINES

There is no guarantee that stucco will not crack. Stucco is a brittle cement product placed over a home that expands and contracts with temperature changes. When the wood members of your home move because of this expansion, the rigid stucco base does not move, resulting in cracking. This is normal and does not reduce the function of the stucco in any way. Waterproof membranes are placed behind the stucco base coat to help prevent water intrusion when the stucco cracks. Stucco cracking will NOT be covered under warranty. If you are still in your initial one-year builder warranty, and cracks meet the criteria below, it qualifies for inspection only.

Cleaning

Over time, stucco can accumulate dirt, grime, mold, or algae you may want to remove. However, use caution while cleaning stucco. Too much pressure from a pressure washer or scrubbing can cause damage to stucco, including discoloration or affecting the integrity of the stucco. Discoloration and damage caused by cleaning is not covered by warranty. See Exterior: Stucco in Care & Maintenance for more information on cleaning stucco.

Cracks

If a stucco crack exceeds 1/8 of an inch in width and 24 inches in length, submit a warranty request using the online form, and Liberty Homes will schedule a visit to investigate the possible cause and if it qualifies for repair. This visit does NOT guarantee stucco will be repaired. That determination will be made solely by Liberty Homes. If small cracks are discovered, repair them immediately to prevent them from growing. Large cracks created by lack of maintenance are not covered by warranty. See Exterior: Stucco in Care & Maintenance on more information.

Keep in mind that most often a patch stands out more than the crack itself. **IMPORTANT:** Colors cannot be matched, and there is no warranty coverage for colors that don't match on repairs.

Efflorescence

The white, powdery substance that sometimes accumulates on stone and concrete products surfaces is called efflorescence. This is a natural phenomenon and cannot be prevented. Because this is natural, there is no warranty coverage for efflorescence. Consult your home center or hardware store for commercial products to remove efflorescence.

Water

Stucco is not a waterproof barrier. To prevent leaks, avoid spraying water from irrigation or watering systems on stucco surfaces. Check the spray from the lawn and plant irrigation system

frequently to make certain that water is not spraying or accumulating on stucco surfaces. Leaks, damage from such leaks, and any other issues caused by water spraying onto stucco from irrigation or watering systems or other homeowner-caused sources is not covered by warranty.

FENCING

LIMITED WARRANTY GUIDELINES

If fencing is part of your home purchase, we will confirm the acceptable condition of the fence during your orientation or at the time of install if that comes after the orientation. Liberty Homes will correct fence posts that become loose during the warranty period unless caused by homeowner negligence or natural occurrences, such as storms, earthquakes, and other acts of God. Be aware that damage to fencing caused by severe weather should be referred to your homeowner insurance company and is specifically excluded from warranty coverage.

Drainage

In planning, installing, and maintaining fencing, be sure to allow existing drainage patterns to function unimpeded. When installing a fence, use caution in distributing soil removed to set posts to avoid blocking drainage swales. Plan enough space under the bottom of a fence for water to pass through. Failure to maintain proper drainage may cause damage to your home or adjacent homes. Such damage is your responsibility and not covered by warranty.

Variation

Height and location of Liberty Homes installed fences will vary with lot size, topography, and shape. Liberty Homes must meet the requirements of the design review process and governing bodies just as any homeowner would. Because of this, there is no warranty coverage for a variation in height or location needed to meet design requirements.

Weather/Acts of God

The Limited Warranty does not cover impact of foreign objects, tornado, hurricane, violent storms, normal weathering of surfaces, abnormal discoloration due to improper maintenance, or acts of God.

FIREPLACES

LIMITED WARRANTY GUIDELINES

During orientation, we confirm all fireplace surfaces, including, but not limited to, the glass, screen, surrounds, and mantles, are in acceptable condition and that the fireplace works properly. Any cosmetic defect noted on the Home Owner Orientation Inspection form that does not meet industry standards will be repaired and signed off as completed on the form. Subsequent defects will be your responsibility.

During the one-year warranty period, if your fireplace does not operate properly, turn it off and submit a warranty request through the online system. If you smell gas, turn the fireplace off and contact the gas company immediately.

Cleaning

When cleaning your fireplace, be sure you use proper fireplace cleaners and not standard household cleaning products, including but not limited to Windex and similar glass cleaners. Standard household cleaning products can damage the fireplace, and such damage is not covered by warranty. Fireplace cleaners can be found at most major retailers.

Condensation

It is normal for there to be some condensation on the glass when you first turn on the fireplace due to temperature differences between the glass and flame – the condensation will go away when the glass gets more heat in it. If condensation does not go away when the glass heats up, submit a warranty request using the online form for review.

Odor

During the first few uses of the fireplace, you may notice an odor being emitted. This is normal and results from any factory coatings being burned off. Because this is normal, there is no warranty coverage for such odors being emitted.

FLOORING: CARPET

LIMITED WARRANTY GUIDELINES

During your orientation, we will confirm that your carpet is in an acceptable condition. We will correct stains, spots, or other cosmetic defects noted on the Home Owner Orientation

Inspection form that do not meet industry standards by cleaning, patching, or replacing. Such items will be signed off as completed on the form. Liberty Homes is not responsible for dye lot variations if replacements are made. Any subsequent cosmetic damage to your carpet is your responsibility and not covered by warranty.

Brand, Color, and Style

Your selection sheets provide a record of the brand, style, and color of carpet in your home. The color and texture of the carpet installed may differ from the original sample due to differences in dye lot. This is normal and not a warrantable item.

Edges

Edges of carpet along moldings and edges of stairs should be held firmly in place. In some areas, metal or other edging material may be used where carpet meets another floor covering. See Tack Strips below for more information.

Fading

All carpets will slowly lose some color due to natural and artificial forces in the environment. You can delay this process by frequently removing soil with vacuuming, regularly changing air filters in heating and air conditioning systems, keeping humidity and room temperature from getting too high, and reducing sunlight exposure with window coverings. Because this is a natural occurrence, there is no warranty coverage for fading.

Manufacturer Recommendations

Always follow the manufacturer's recommendations on care and cleaning of your carpet. Failure to do so can void not just the Liberty Homes warranty but any manufacturer warranty.

Modifications

Any modification made to the carpet, including, but not limited to, carpet being pulled up by someone other than the original installer to install wires, stretch it, or fix a floor squeak, will void your warranty.

Seams

Carpet seams will be visible. Visible seams are not a defect unless they have been improperly made or the material has a defect, making the seam appear more pronounced than normal. The more dense and uniform the carpet texture, the more visible the seams will be. Carpet styles with low, tight naps result in the most visible seams. Seams are never more visible than when the carpet is first installed. Usually with time, use, and vacuuming the seams become less visible. If there are any visible gaps or fraying, submit a warranty request using the online form, and Liberty Homes will schedule an appointment to investigate possible causes and if it qualifies for repair.

Shedding

New carpeting, especially pile, sheds bits of fiber for a short period of time. Eventually these loose fibers are removed by vacuuming. Shedding usually occurs more with wool carpeting than with nylon or other synthetics. Because this is a normal occurrence, there is no warranty coverage for carpet shedding.

Stains

No carpet is stain-proof, so clean up spills quickly and use caution with products that can cause stains (see Flooring: Carpet in Care & Maintenance). Refer to the manufacturer's warranty and follow their recommendations for maintenance and spot removal. Failure to follow the manufacturer's guidelines may void your warranty.

Tack Strips

You may notice the sharp edges of the "tack strip" around all edges and stairs. This is how the carpet is held in place and is not a defect. The sharp points can be tapped down with a hammer, but **this may void the warranty** if it needs to be pulled up to re-stretch, etc., as it may cause the carpet to tear in those areas.

Wear and Tear

Wear and tear, including dragging heavy objects over carpet or using rolling chairs or furniture directly on the carpet, may void any warranty. Take precautions, such as using a chair pad, to prevent excess wearing that is not covered under warranty.

FLOORING: SHEET VINYL

LIMITED WARRANTY GUIDELINES

Liberty Homes will confirm that vinyl flooring is in an acceptable condition during your orientation and will repair any defects noted on the Home Owner Orientation Inspection form that do not meet industry standards. Subsequent repairs are your responsibility. Liberty Homes' Limited Warranty does not cover damage to vinyl floors caused by moving furniture or appliances into the home. Liberty Homes is not responsible for discontinued selections.

Adhesion

Vinyl floor covering should adhere firmly. If lifting, bubbling, and nail pops appear on the surface during your first year, submit a warranty request using the online form, and Liberty Homes will schedule a site visit to investigate possible causes and if it qualifies for repair.

Color and Pattern

Your selection sheets provide a record of the brand, style, and color of floor coverings in your home. Please retain this information for future reference.

Dimples

Placing heavy furniture or dropping heavy or sharp objects on vinyl floors can result in dimples, which is not covered by the Limited Warranty.

Exposure to Light and Heat

Heat and sunlight can cause vinyl flooring to fade or discolor. Make sure windows where extreme sunlight hits the floor have coverings, and close curtains or blinds during times when extreme sunlight hits the floor. Fading/discoloration caused by light and heat is not covered by warranty.

Ridges

Liberty Homes has sanded and filled the joints of underlayment to minimize the possibility of ridges showing through vinyl floor coverings. Ridging is measured by centering a six-inch straight edge perpendicular to the ridge with one end tight to the floor. If the opposite end of the straight edge is 1/8-inch or more from the floor, submit a warranty request using the online form, and Liberty Homes will schedule a site visit to inspect and determine if it qualifies for repair.

Seams

Seams will occur and are sealed at the time of installation. If gaps are in excess of 1/16-inch where vinyl flooring pieces meet or 1/8-inch where vinyl flooring meets another material, submit a warranty request using the online form, and Liberty Homes will schedule a site visit to determine possible causes and if it qualifies for repair. Curling seams will be inspected to determine possible causes and if they qualify for repairs. Curling seams caused by excessive water are not covered.

Water

Excess amounts of water on vinyl floors can penetrate seams and get under edges, causing material to lift and curl. Damage caused by excess water is not covered by this warranty. To prevent such damage, wipe up spills immediately, use a vacuum or sweep to pick up crumbs instead of mopping, limit mopping and washing with water, and never use a steam cleaner or direct spray moister (i.e. wet spray Swiffer).

FLOORING: VINYL PLANK (EVP/LVP)

LIMITED WARRANTY GUIDELINES

During the orientation Liberty Homes will confirm that your EVP/LVP floors are in acceptable condition. We will correct any readily noticeable cosmetic defects listed on the Home Owner Orientation Inspection form that do not meet industry standards, and those will be signed off as completed on the form. You are responsible for any subsequent defects and proper routine maintenance of EVP/LVP floors.

Color and Pattern

Your selection sheets provide a record of the brand, style, and color of floor coverings in your home. Please retain this information for future reference. Due to dye lot and manufacturing variations, colors and patterns in your flooring materials may vary.

Color Match

If a repair to EVP/LVP floor is necessary for any reason, exact color match may not be possible. Liberty Homes will make every effort to match product, but due to dye lot differences, a perfect match will not be guaranteed.

Dimples

Placing heavy furniture or dropping heavy or sharp objects on EVP/LVP floors can result in dimples, which are not covered by the Limited Warranty.

Exposure to Light and Heat

Heat and sunlight can cause EVP/LVP flooring to fade, discolor, swell, warp, delaminate, separate, or peak at the edges. Damage caused by heat and sunlight is not covered by the Limited Warranty. To prevent such damage, install curtains and blinds on windows in rooms with EVP/LVP flooring, and close curtains or blinds during times when extreme sunlight hits the floor. Never put anything extremely hot or capable of becoming very hot on your flooring. You may also want to consider rearranging furniture and rugs occasionally to help prevent fading and discoloration in exposed areas.

Floating Installation

EVP/LVP floors may be installed using a “floating” installation method and not glued directly to the subfloor. Because they are not tacked down, the floor may flex/move a little and may have a slightly amplified sound from foot traffic, especially from hard sole shoes. This is normal and not covered by warranty.

With a floating installation, floor needs room to move, so there may be small gaps at the edges of the flooring and under baseboards to allow movement. This is normal and not covered by warranty. However, if gaps are greater than 1/16-inch between floor and drywall or baseboards, submit a warranty request using the online form, and Liberty Homes will schedule an inspection to determine potential causes and if it qualifies for repair.

Movement

Floors expand and contract with changes in climate and humidity. This can cause minor checking/cracking in the surface and gapping between planks. These are not manufacturing defects and are considered normal.

Swelling, Warping, Delamination, and Joint Separation

If there is swelling, warping, delamination, or joint separation during the one-year warranty period, submit a warranty request using the online form, and Liberty Homes will schedule a site visit to investigate possible causes and if it is an installation or manufacturer defect that qualifies for repair. Damage caused by moisture, excess heat from uncovered windows or other such sources, abuse, lack of maintenance, and other misuse is not covered under this warranty.

FOUNDATION

LIMITED WARRANTY GUIDELINES

We install the foundation of your home according to the recommendations of our consulting engineer. The walls of the foundation are poured concrete with steel reinforcing rods. To protect your home's foundation, follow the guidelines for installation and maintenance of landscaping and drainage in this manual.

Cosmetic Imperfections

Slight cosmetic imperfections in foundation walls, such as a visible seam where two pours meet or slight honeycombing (aggregate visible), are possible and require no repair unless they permit water to enter.

Cracks

Even though an engineer designed the foundation and it was constructed according to engineering requirements, surface shrinkage or backfill cracks can still develop in the wall, especially at the corners of basement windows. Surface cracks are not detrimental to the structural integrity of your home, but it is recommended you seal them as soon as you find them to help prevent them from getting larger. Failure to do so may void any warranty coverage. If

cracks exceed 1/8 inch in width or permit water to enter, submit a warranty request using the online form, and Liberty Homes will inspect them to determine possible causes and if they qualify to be sealed by Liberty Homes.

Dampness

Due to the amount of water in concrete, basements may be damp, especially when unfinished. Condensation can form on water lines and drip onto the floor. This is normal and not covered by this warranty.

Foundation Plaster

Foundation plastering is a cosmetic application that is subject to weather and irrigation damage and is not covered under this warranty.

Future Construction in Basement

If you decide to perform additional construction in the basement, obtain guidelines from a licensed engineer, obtain a building permit, and comply with all codes and safety requirements. Liberty Homes does not warrant that you will be able to obtain such a permit because of the possibility that building codes may change, and there is no warranty coverage for basements not finished by Liberty Homes.

Leaks

If water has entered the basement, submit a warranty request using the online form, and Liberty Homes will schedule an inspection to determine potential causes and if it qualifies for repair. Leaks caused by failure to comply with drainage, landscaping, and maintenance guidelines are not covered by the Limited Warranty. While waiting for the inspection and any repairs if the inspection deems the leak is covered by warranty, take any steps possible to limit leaking and clean up any water to mitigate possible damage to the materials in your home.

Porch Caps/Storage Rooms

Water leakage into a porch storage room from the porch cap is not covered by this warranty.

GARAGE DOORS/OPENERS

LIMITED WARRANTY GUIDELINES

The garage door should operate smoothly and with reasonable ease. The door can become misaligned and require adjustment, which Liberty Homes will provide unless the problem is caused by misuse or the installation of a garage door opener after closing on the home.

Appearance

Liberty Homes confirms your garage door is in good condition during your orientation. This includes not only mechanical operation but the appearance, including paint and the exclusion of dents, dings, and other flaws. Liberty Homes will repair any flaws in appearance that are noted on the Home Owner Orientation Inspection form that do not meet industry standards and such repairs will be signed off on the form. Any subsequent flaws are your responsibility.

Electric Eye

It is your responsibility to keep objects away from the electric safety eyes and keep them clean. Adjustments are your responsibility if they are bumped out of alignment.

Light Visible

Overhead garage doors cannot be airtight. Some light will be visible around the edges and across the top and bottom of the door. Weather conditions may result in some precipitation entering around the door, as well as some dust. This is especially prevalent until most homes in the community have landscaping installed. Because this is normal, there is no warranty coverage for visible light around edges and some precipitation entering around the door. If you see excess precipitation, submit a warranty request using the online form, and Liberty Homes will schedule an inspection to determine possible causes and if it qualifies for repair.

Sag

The garage door may sag slightly due to its weight and span.

TROUBLESHOOTING TIPS

Reminder: Do not attempt anything beyond the tips listed here. Doing so may void your warranty coverage. If these troubleshooting tips do not work, submit a warranty request through the online form.

Garage Door Opener Doesn't Respond to Remotes/Buttons

- Make sure the garage door opener is plugged in.
- If one remote or keypad doesn't work, try a different remote or key pad. If the other remote or keypad works, replace the batteries in the remote or keypad that didn't work.
- Check your breaker box to make sure that the breaker controlling the outlet the garage door opener is plugged into has not tripped (see Electrical in Care & Maintenance).
- Check the GFCI outlets in the garage, any rooms near the garage, and in the basement to make sure they have not tripped (see Electrical in Care & Maintenance).

Garage Door Opener is Operating and the Chain is Moving, but the Door Does Not Move Up or Down

- If the door is closed: Make sure the emergency release cord is not disconnected. This is the red cord that hangs from the trolley that moves the door along the chain, opening and closing the door. If this is disconnected, pull the cord down and either towards the garage door or the opener, depending on your opener (see owner's manual), until it reconnects.



- **If the door is in the open position: Do not try and reconnect a disconnected emergency release cord.** Doing so can cause the door to slam down, potentially causing damage to the door and/or hurting you or others in the area. If the door is in the open position, submit a warranty request using the online form, and Liberty Homes will schedule an inspection.

Garage Door Starts to Close, Then Opens Back Up

- Make sure the electric eyes (also called sensors) are clean, aligned, and nothing is blocking the beam that runs between the two eyes:
 - (a) Clean: Wipe the eyes with a dry or damp (minimal water) microfiber cloth to clean.
 - (b) Alignment/Block: Before checking alignment, make sure there is nothing blocking them. Even something like snow that has drifted into your garage can be enough to block the beam between the two eyes. If there is anything near either eye, remove it and see if that resolves the issue. Once you determine nothing is blocking the sensors, check alignment. Both electric eyes should have a light on. If one does not have a light on, that means they are misaligned and you need to move one until they are realigned. Another way to check alignment is to watch the lights on the sensors when the door goes back up. If they are blinking, that indicates they are misaligned, and you need to take the steps to realign them.



Garage Door Makes Strange Sounds When Opening or Closing

- Common causes of unusual sounds when a garage door is moving is a lack of lubrication or debris in the track. Try lubricating the wheels and springs and remove any debris in the track. If this does not resolve the issue, submit a warranty request using the online form and Liberty Homes will schedule an inspection.

GAS SHUTOFFS

LIMITED WARRANTY GUIDELINES

You will find shutoffs on gas lines near their connection to each item that operates with gas. In addition, there is a main shutoff at the meter. We point these out during the orientation. Shutting gas off at the meter should only be done in extreme emergency situations or at the direction/with permission from the gas company, and you should have the gas company turn it back on.



Gas Leak

If you suspect a gas leak, leave the home and call the gas company immediately for emergency service. The gas company is responsible for leaks up to the meter. Liberty Homes will investigate leaks from the meter into the home during the warranty period to determine possible causes and if they qualify for repairs.

TROUBLESHOOTING TIPS

If multiple gas items are not working, check with the gas company to make sure there's not an outage in the area and/or to your home. See Appliances, Heating, and Water Heater sections for information on troubleshooting individual gas items in your home.

GRADING AND DRAINAGE

LIMITED WARRANTY GUIDELINES

We established the final grade to ensure adequate drainage away from the home. The final grade around your home has been inspected and approved for proper drainage of your lot by the local building officials as well as Liberty Homes.

Maintaining this drainage is your responsibility. If you alter the drainage pattern after closing or if changes in drainage occur due to lack of maintenance; landscape installation, including placing landscaping too close to your home; and/or failure to maintain downspouts and other drain systems properly, the Limited Warranty on affected areas is void (for example, leaking in basements). Liberty Homes is not responsible for any damage caused by drainage problems created by modifying the grade, improperly installed landscaping installed, and failure to maintain proper drainage.

For additional information on Grading and Drainage, including diagrams that can help with these, see Grading and Drainage in the Care & Maintenance section of this manual.

Erosion

If you leave bare soil without landscaping or ground cover, it erodes and changes the grade. Correcting erosion is your responsibility. Erosion can also occur if you expose bare soil or landscaping to excess water. For example, allowing a hose to run over one spot for extended periods of time will erode that area. Damage caused by exposing bare soil or landscaping to excess water is not covered by the Limited Warranty.

New Sod

New sod installation and the extra watering that accompanies it can cause temporary drainage problems, as can unusually severe weather conditions. These drainage problems are not covered by the Limited Warranty.

Settling

The area we excavated for your home's foundation was larger than the home to allow space to work. In addition, some trenching is necessary for installation of utility lines. Although we replaced and compacted the soil, it does not return to its original density.

Some settling will occur, especially after prolonged or heavy rainfall or melting of large amounts of snow. Settling can continue for several years. Inspect the perimeter of your home regularly for signs of settling and fill settled areas as needed to maintain positive drainage. Maintenance of the grade around your home is your responsibility.

Recommendations

Liberty Homes documents the grades that exist at the time of delivery of your home or as soon thereafter as possible. The ground must be dry and free of frost to make these determinations. Once final grades are set, Liberty Homes will inspect drainage problems reported in writing during the warranty period, compare grades to those originally established, and advise you on corrective actions you might take.

Swales

Liberty Homes does not alter drainage patterns to suit individual landscape plans. Typically, a lot receives water from and passes water onto other lots. Therefore, changes in grade often affect adjacent or nearby lots. Liberty Homes advises against making such changes, and if such changes are made, you are responsible for any damage that may occur. After heavy rain or snow, water may stand in swales up to 48 hours.

Winter Grading

Due to weather conditions, especially during winter and early spring, the final grade may not have been established at the time of closing. We document the status of your grading at the time of delivery. When conditions permit, grading work will continue. Confirm that we have completed your grading before beginning landscaping. Failure to do so may create drainage and other issues that you would be responsible for.

GUTTERS AND DOWNSPOUTS

LIMITED WARRANTY GUIDELINES

Gutters are very important because they help you control water drainage and move it away from your home. Do regular maintenance to ensure they function properly and do not direct water towards your home, which can cause damage. Such damage is not covered by warranty.

For additional information on Gutters and Downspouts, including diagrams that can help with these, see Gutters and Downspouts in the Care & Maintenance section of this manual.

Leaks

Leaks that occur during the warranty period will be inspected and may be repaired as long as the leaks are not caused by misuse, negligence, or lack of regular maintenance.

Overflow

Gutters may overflow during periods of very heavy rain. This is normal and requires no repair.

Rot and Rust

Rot and rust caused by leaves and mud buildup is not covered by warranty.

Sloping

Gutters over three feet long are installed with a slight slope so that roof water will flow to the downspouts. Over time, gutters may level out due to settling and the effects of weather, and you

may need to re-slope them. If a gutter's slope changes during the one-year warranty period, submit a warranty request using the online form, and Liberty Homes will schedule an appointment to determine possible causes and if it qualifies for repair.

Snow and Ice

Clear excess snow and ice from gutter systems as soon as possible to allow gutter to drain and prevent damage. Severe ice or snow build-up can damage gutters, and that damage is not covered by your warranty.

Standing Water

Small amounts of water (up to one inch) will stand for short periods of time in gutters immediately after rain. No correction is required for these conditions.

HEATING

LIMITED WARRANTY GUIDELINES

Liberty Homes will install heating systems according to local building codes, as well as to engineering designs of the particular floor plan. Because of variables specific to each home, including, but not limited to, floor plan, lot placement, window locations, and the direction the home faces, specific system specifications may vary from home to home even in seemingly similar homes.

Adequacy of the system is determined by its ability to establish a temperature of 70 degrees Fahrenheit, as measured in the center of the room, five feet above the floor. In extremely cold temperatures (ten degrees below zero or colder), the system should be able to maintain a temperature differential of 80 degrees from the outside temperature.

Combustion Air Duct

Furnaces installed by Liberty Homes include a combustion air duct. The outside end of this duct is covered with a screen to minimize insects or animals from entering. Cold air coming in through this duct means it is functioning as it should.

Never cover or block the combustion air vent in any way. Outside air is needed to supply the furnace with sufficient oxygen. Blocking the combustion air vent can damage the furnace and will cause the furnace to draw air down the vent pipe and pull poisonous gases back into your home. Damage caused by covering or blocking the combustion air vent is not covered by the Limited Warranty.

Duct Placement

The exact placement of heat ducts may vary from the positions in similar floor plans. All parts of heating systems go through multiple inspections to ensure compliance with building codes. Because of this, duct placement at time of close is considered final and there is no warranty coverage for moving or changing where ducts are placed.

Ductwork

Although the heat system is not a sealed system, the ductwork should remain attached and securely fastened. If it becomes unattached, Liberty Homes will repair it as needed unless detachment is due to homeowner negligence or work done by someone other than Liberty Homes, its employees, or contractors directly hired by Liberty Homes.

Popping or booming noise is the natural result of expansion and contraction of the ductwork system, and therefore is not covered by warranty. However, if you hear loud “oil canning” or other unusual noises not previously heard while running your system, submit a warranty request. It may not be possible to eliminate noises completely, but Liberty Homes will attempt to adjust them where warranted.

Filters

The majority of non-warrantable claims received are due to a dirty air filter that has restricted air flow. A clean filter will be white like the one shown on the left in this photo, not gray or black like the one on the right. It is your responsibility to regularly change your filter, and issues caused by a dirty filter are not covered under this Limited Warranty. While manufacturers typically suggest changing filters every three months, you may need to change it more often,



particularly during the first year of homeownership. Though your home was construction cleaned before you took possession, newly constructed homes may still have some dirt in the ducts. In addition, if construction is still happening in your community, more dirt than normal may be pulled in from outside. **We recommend checking filters once a month and changing as needed.**

Filter MERV Ratings

Our HVAC contractors suggest using a filter with a MERV Rating of 6 - 8. Higher-rated filters are thicker and can restrict airflow to your HVAC system and create issues within it. If you

choose to use a higher-rated filter, issues created by the restricted air flow may not be covered by the Limited Warranty.

Modifications

Any warranty otherwise provided for the HVAC system is voided upon person(s) changing, modifying, adding to, or tampering with the HVAC system in any way. For example, basement additions which “tie-in” to existing HVAC system, ductwork, etc., void the HVAC portion of this warranty. If you wish to make any modifications during your warranty period, we recommend contacting the HVAC company listed in the Emergency Phone Numbers list in this handbook.

Odor

A new heating system may emit an odor for a few moments when you first turn it on, and an established system may emit an odor after being unused for an extended time, such as after the summer months. This is caused by dust that has settled in the ducts and should pass quickly. There is no warranty coverage for the normal odor that is emitted from systems. However, if you smell gas, turn the system off and call the gas company immediately .

Temperature Variations

Temperatures may vary from room to room and floor to floor by several degrees Fahrenheit. This is due to such variables as floor plan, orientation of the home on the lot, type and use of window coverings, and traffic through the home. There is no warranty coverage for these normal temperature variations within the home.

Thermostat

Thermostats are calibrated to +/- five degrees.

If you want to change the thermostat in your home, it is recommended you hire a professional to do the work. Improper installation could result damage or affect the functionality of your air conditioner and may void any existing warranties on your heating system. Thermostats not installed by Liberty Homes and any resulting problems and damage caused by thermostats not installed by Liberty Homes are not covered under this Limited Warranty.

TROUBLESHOOTING TIPS

In addition to saving you a potential service charge for a non-warrantable condition, checking the following items before requesting service can help the contractor resolve your issue quicker.

Reminder: Do not attempt anything beyond the tips listed here. Doing so may void your warranty coverage. If these troubleshooting tips do not work, submit a warranty request through the online form.

Heat Not Turning On/Thermostat Not On

- Make sure your thermostat is set to “heat,” and the temperature is set above the room temperature. If using a programmable thermostat, check to make sure the temperature hasn’t been held at a lower temperature, which will override any programming. See thermostat manual for more information on programming and holding temperatures.
- Check that the blower panel on the front of the HVAC system is installed correctly. This panel compresses a button that tells the blower it is safe to operate (similar to a dryer’s door). If the panel is not properly installed and the button is not pushed in, the HVAC unit will not operate.
- Check that the switch on the side of the HVAC unit is turned on.
- Check the breakers in your main electrical panel for tripped breakers (Remember, if a breaker trips, you must turn it from the tripped position to the off position before you can turn it back on. See Electrical for more information on tripped breakers). If a breaker trips repeatedly, please submit a warranty request and include that information in your request.
- Make sure the fuse in the furnace is good (see manufacturer literature for size and location).
- Make sure the pilot light is on. See manufacturer’s literature for information on the pilot light and how to light it if it is out.
- Check for a gas outage in your area.
- Make sure the gas line is open at the main meter and on the side of the furnace (See Gas Shutoffs section for more info).



Heat is On, but the Air Blowing Out is Cool/Not Hot

- Check the filter and make sure it is clean to allow airflow. If you are unsure if filter is too dirty to allow airflow, replace the filter and see if this resolves your issue.

- Make sure all vents and air returns are not obstructed. Obstructions can cause the system to overheat.

Unit Turning On and Off Repeatedly (Short Cycling)

- Check the filter and make sure it is clean to allow airflow. If you are unsure if filter is too dirty to allow airflow, replace the filter and see if this resolves your issue.
- Make sure all vents and air returns are not obstructed. Obstructions can cause the system to overheat.

INSULATION

LIMITED WARRANTY GUIDELINES

Liberty Homes will install insulation to meet or exceed the building codes applicable at the time of construction and as outlined as part of your purchase agreement. Insulation is inspected during the building process to confirm it meets code.

The effectiveness of blown insulation is diminished if it is compressed. As the last step in any work done in your attic, you should confirm that the insulation lays smooth and even. Compressed insulation is not covered by warranty.

LANDSCAPING

LIMITED WARRANTY GUIDELINES

Backfill

We construct the foundation of your home beginning with an excavation into the earth. When the foundation walls are complete, the area surrounding them is backfilled. Soil in this area is not as compact as undisturbed ground. Water can penetrate through the backfill area to the lower areas of your foundation. This can cause potentially severe problems such as wet basements, cracks in foundation walls, and floor slab movement. Avoid this through proper installation of landscaping and good maintenance of drainage.

Backfill areas will settle and require prompt homeowner attention to avoid damage to your home and voiding of the structural warranty.

Hired Contractors

You are responsible for changes to the drainage pattern made by any landscape, concrete, deck, or pool contractor you hire. Discuss drainage with any company you hire to do an installation in your yard. Do not permit them to tie into existing drainage pipes without first obtaining approval from Liberty Homes.

Natural Areas

During construction, we remove construction debris from natural areas. Removing dead wood, tree limbs, fallen trees, rocks, or other natural items is your responsibility.

Trees and other plant materials that exist on the lot when construction begins and are not part of any landscaping installed by Liberty Homes are excluded from warranty coverage.

Outdoor Faucets

Outside faucets (sill cocks or hose bibs) are freeze-proof, but in order for this feature to be effective, you must remove hoses during cold weather, including on faucets located in your garage. If a hose is left attached, the water that remains in the hose can freeze and expand back into the pipe, causing a break in the line. Repair of a broken line that feeds an exterior faucet is a homeowner maintenance item. Any damage caused by water from a broken line is also your responsibility, including damage to neighboring properties. Liberty Homes does not warrant outdoor faucets against freezing.

Plants, Sod, and Trees

Liberty Homes will confirm the healthy condition of all plant materials during the orientation, as well as the condition of the sprinkler system. Maintaining landscaping is your responsibility. Neglect will void the warranty. Plants, sod, and trees are warranted for 30 days from date of closing or landscape completion, whichever is later.

Sprinklers/Watering Systems

Watering systems installed by Liberty Homes are warranted against installation and product defects for one growing season unless water system is modified after installation. All adjustments to spray heads after closing are your responsibility.

To prevent damage to your home's foundation, sprinklers should be placed no closer than four feet to the perimeter foundation of the house, and sprinklers should be pointed outward away from the house. Foundation damage and other issues caused by improperly placed or improperly directed sprinklers are not covered by this Limited Warranty.

Utility Lines

A slight depression may develop in the front lawn along the line of the utility trench. Because this is a normal result of settling, such depressions are not covered by warranty. To correct this, roll back the sod, spread topsoil underneath to level the area, and then relay the sod.

Weatherization

Remember to weatherize your system each fall before temperatures reach freezing. Failure to perform this task voids your warranty, and any damage that results from it is your responsibility. See Landscaping in Care & Maintenance for more information on weatherization.

MILDEW AND MOLD

LIMITED WARRANTY GUIDELINES

We will remove any mold or mildew noted during the orientation. Liberty Homes' warranty excludes any subsequent mold and mildew.

You can prevent most mold and mildew growth by minimizing moisture. Common sources of moisture are spills, leaks, overflows, condensation, and high humidity. If the growing conditions are right, mold can develop within 24 to 48 hours. See Mold and Mildew in Care & Maintenance for tips on preventing mold and mildew in your home.

MIRRORS

LIMITED WARRANTY GUIDELINES

Liberty Homes confirms that all mirrors are in acceptable condition during the orientation. We will correct scratches, cracks, chips, or other defects to mirrors noted on the Home Owner Orientation Inspection form that do not meet industry standards, and those will be signed off as completed on the form. Subsequent scratches, cracks, chips, and defects are your responsibility.

Acidic Cleaners

Acidic cleaners are usually those that contain ammonia or vinegar. Avoid using these as they can cause the silvering to deteriorate. Such deterioration is not covered by warranty.

PAINT AND STAIN

LIMITED WARRANTY GUIDELINES

During your orientation, Liberty Homes will confirm that all painted or stained surfaces are in acceptable condition and will repair any items noted on the Home Owner Orientation Inspection form that do not meet industry standards at that time. Those repairs will be signed off as completed on the form.

Your Limited Warranty only includes paint touch-ups required as a result of a warranty issue (for example, repainting patched drywall after a plumbing leak). When the repaired areas are repainted, Liberty Homes will use the same paint that was on the surface when the home was delivered only, and paint will be applied to the repaired area only. Due to the effects of time on paint and possible dye lot variations, touch-ups may not match the surrounding area. Repainting the entire wall or entire room to correct this is your choice and your responsibility. If you repainted, put up wallpaper, or otherwise changed the paint after the home was delivered, you will be responsible for that part of the repair.

Paint deterioration caused by normal living conditions, including repeated scrubbing or scouring, are not covered. These repairs are the responsibility of the homeowner. If you would like the contact info for our painter for non-covered repairs paid at your own expense, we are happy to provide that to you.

Colors

Your selection sheets are your record of the paint and stain color names, numbers, and brands in your home. When possible, we provide leftover samples of the paint used in your home. Store these with the lids on tightly and where they are not exposed to extreme temperatures.

Cracking

As it ages, exterior wood trim will develop minor cracks and raised grain. Much of this will occur during the first year. Raised grain permits moisture to get under the paint and can result in peeling, so it should be repaired as soon as possible. This is not a defect in materials or workmanship. Paint/stain maintenance of wood trim is your responsibility.

Fading

Expect fading of exterior paint or stain caused by the effects of sun and weather. Interior paint can also fade when exposed to constant direct sunlight. Liberty Homes' Limited Warranty excludes fading due to the effects of sun and weather.

Severe Weather

Hail and wind can cause a great deal of damage in a severe storm, including to painted surfaces, so inspect your home after such weather. Damage caused by weather is not covered by warranty. Promptly report any damage caused by severe weather to your insurance company.

Touch-Up Visible

Paint touch-up will be visible under certain lighting conditions. Slight differences in sheen are not covered under this warranty.

Water Damage

Prolonged exposure to water, such as sprinklers directed towards the home spraying water on the exterior, can cause blistering, peeling, splintering, and other damage. Follow the guidelines in the Landscaping sections on sprinkler placement and direction to prevent excess water exposure and the damage that comes with that. Such damage is not covered by warranty.

Wood Grain

Because of wood characteristics, color variations will result when stain is applied to wood. This is natural and requires no repair. Today's water-based paints often make wood grain visible on painted trim. Liberty Homes does not provide corrections for this condition.

PESTS AND WILDLIFE

LIMITED WARRANTY GUIDELINES

Liberty Homes includes no warranty for insect or pest intrusion. See Pests and Wildlife in the Care & Maintenance section for tips on keeping pests and wildlife out of your home.

PLUMBING

LIMITED WARRANTY GUIDELINES

During the orientation Liberty Homes will confirm that all plumbing fixtures are in acceptable condition and are functioning properly and that all faucets and drains operate freely.

Abrasive Cleaners

Abrasive cleaners can scratch and cause other damage to plumbing fixtures, stainless steel sinks, and fiberglass tub surrounds. Such damage is not covered by warranty. See Plumbing in

Care & Maintenance for more cleaning info, and always follow manufacturer recommendations.

Automatic Toilet Cleaners (Tablets, Toilet Drops, Etc.)

The use of any automatic toilet cleaners that are applied inside the toilet tank will void the warranty. In-tank cleaners can damage the rubber, metal, and plastic components of tank parts, which in turn can cause leaks.

Basement Construction

If you perform any construction in your basement, ensure that the plumbing lines in the basement or crawl space are not isolated from the heating source without insulation being added. Do not cover clean out access fittings. Any issues or damage caused by failure to insulate plumbing or covering clean out access fittings will not be covered by warranty.

Clogged Drains

Liberty Homes will correct clogged drains that occur during the first 30 days after closing. However, if a household item is removed from a clogged drain during this time, we will bill you for the drain service and no additional warranty service will be done in your home until the bill is paid. After the first 30 days, you are responsible for correcting clogged drains. See Plumbing in Care & Maintenance for more information on unclogging drains. We can also help schedule a plumber at your expense if you'd like.

Cosmetic Damage

Liberty Homes will correct any fixture damage noted on the Home Owner Orientation Inspection form that does not meet industry standards. Subsequent damage will be your responsibility.

Exterior Faucets

Liberty Homes will repair leaks at exterior faucets noted on the Home Owner Orientation Inspection form. After orientation, repair of a broken line to an exterior faucet is your responsibility.

Garden hoses should never be left attached to faucets in freezing conditions, including on hose bibs in garages, as this may cause them to leak or burst. For secondary damages, such as personal belongings, insurance should cover these items.

Fiberglass Shower/Tub Surrounds

The fiberglass shower/tub surround installed by Liberty Homes is a three-piece insert with overlapping flanges behind the pieces that prevents water from getting to drywall and other materials



behind the inserts. The openings/seams between the panels are normal and are designed to keep the flow of water running down to the tub. Water will go into the vertical seam, hit the flange, and drain into the tub. Because these openings/seams serve an important purpose in water drainage and keeping water off of drywall and other materials behind the panels, **these openings/seams should not be caulked.**

Flushable Wipes

Despite the name, flushable wipes are not safe to use in your home's plumbing system.

Flushable wipes do not break down like toilet paper when it comes into contact with water, and they can clog pipes and cause problems with the municipal plumbing system. **Do not use anything other than toilet paper in your toilets, and do not use excess amounts of toilet paper, which can clog the system.** Clogs caused by flushable wipes, any other item other than toilet paper, and excess toilet paper, along with any damage caused by such clogs, are not covered by warranty.

Laundry Floor Drain Pan

Liberty Homes offers a laundry floor drain pan that can be selected as an optional feature. It should be noted that this option is available as a means of capturing and discharging minor leaks that can occur from directly within the plumbing of the washing machine, or possibly an overflow, and is limited to that purpose. It is not designed to contain all types of leaks that can occur in the Laundry Room plumbing systems. For example, leaks from sources such as, but not limited to, burst supply hoses, faucet hose connection leaks, or dislodged waste water hoses will not be contained by the laundry floor drain pan, and subsequent damage from these types of leaks is not covered under the Limited Warranty, with or without the optional laundry floor drain pan installed.

Leaks

Any sort of leak should be reported and taken care of immediately. Small leaks can cause major damage if left unfixed. Failure to report leaks in a timely fashion; not taking steps to stop leaks, such as turning off water sources; and not taking steps to clean up and minimize damage may void warranty coverage for the plumbing and any damage caused by the leak.

Modifications

Any warranty otherwise provided for the plumbing system is voided upon person(s) changing, modifying, adding to, or tampering with the plumbing system in any way. An example is finishing a basement that "ties in" to the existing plumbing or adding a water softener or filter to the system. If you wish to make any modifications, we recommend contacting the plumbing company listed on the Emergency Phone Numbers list in this handbook.

Noise

Changes in temperature or the flow of the water itself will cause some noise in the water and drain pipes. Drain pipes will expand and contract as hot water flows through them, causing a ticking sound inside the wall. This is normal and requires no repair. Liberty Homes will attempt to repair persistent water hammer. Expect temperatures to vary if water is used in more than one location in the home at the exact same time. See also Expansion and Contraction.

Supply

Liberty Homes will correct construction conditions that disrupt the supply of water to your home if they involve service from the main water supply, provided actions of yours have not caused the problem. Disruption of service due to failure of the water department system is the responsibility of the water department to correct.

TROUBLESHOOTING TIPS

No Water Anywhere in the Home

Before calling for service, check to confirm the following:

- Water service is not shut off in your area.
- Main shut off on the meter inside your home is open.
- Main shut off at the street is open.
- Individual shut-offs for each water-using item are open.



No Hot Water

See Water Heater

Water at Some Faucets and Toilets But Not All of Them

- Make sure the individual shut-offs for each water-using item are open.
- If it is winter and temperatures have dipped below 20 degrees, check your pipes to make sure they are not frozen. See Plumbing in Care & Maintenance for more on frozen pipes.

Leak Involving One Sink, Tub, or Toilet

- Check caulking and grout.
- Confirm shower door or tub enclosure was properly closed.

- Turn water supply off to that item.
- Clean up any water from the leak immediately. If there was a large amount of water leaking, run fans after doing clean-up to help with the drying process and prevent additional/more substantial damage. As a reminder, failure to act quickly to minimize damage may void warranty coverage.
- Use other facilities in your home, and if you are within the one-year Liberty Homes warranty timeframe, submit a warranty request using the online form.

Leak Involving a Main Line

- Turn water off at the meter on the outside of your home (most commonly located in park strip):
 - (a) If this stops the water flow, the leak is on your side of the meter. Call the emergency number for the plumber listed in the Emergency section for service.
 - (b) If this does not stop the water flow, the leak is likely on the city/water company side of the meter. Call your water service provider to request service.
- Clean up any water from the leak immediately. If there was a large amount of water leaking, run fans after doing clean-up to help with the drying process and prevent additional/more substantial damage. As a reminder, failure to act quickly to minimize damage may void warranty coverage.

Faucet Dripping/Leaking

- If the leak is at the base, it may need to be tightened. When tightening bolts on plumbing hardware such as faucets always cover the bolt with a soft cloth and then use a wrench to tighten. Without the cloth you could damage the metal finish. Consult the manufacturer of the faucets if this does not work.
- If the leak/drip is steady from the faucet itself, check the aerator and clean it if it is dirty. If cleaning does not fix the leak, you may need to change the washer. Some manufacturers do not use rubber washers, so check your manufacturer's literature to determine if there is a washer. If there is a washer, change it: turn off water using valve under the sink, remove the faucet stem, change washer, and reinstall faucet stem.
- If the leak/drip is from the faucet and is not steady, this is caused by the extra water left in the faucet after you turn it off and is normal. This is most prevalent with high-arch faucets.

Leaky/Running Toilet

- If you suspect your toilet is leaking near the floor, first check to make sure it is actually leaking and not just a spill: clean up any water and flush the toilet again. If no additional water appears, it was just a spill. If more water appears, there is a leak and the seal on the toilet may need to be replaced. If you are still within your one-year warranty period, turn the water off to that toilet to stop water flow and submit a warranty request using the online form. Clean up any water immediately to help prevent damage to flooring and other materials.
- If the toilet continues to run after you flush it:

- (a) Check the shut-off float to see if it has lifted too high in the tank. If that is the case, pull straight up on the float until it stops the water at the correct level.



- (b) Check the chain or rubber lift on the flush handle – if it is too tight, it will prevent the rubber stopper at the bottom of the tank from sealing.

- (c) If these do not solve the problem, the flapper may not have a tight enough seal and should be replaced. Replacement parts can be found at a local hardware store, or if the toilet is still under warranty you can talk with the manufacturer. Do not use bleach tablets or toilet drops that have bleach because these will deteriorate the flapper and washers and may void the warranty.

Back Up at One Toilet

- Shut off the water supply to the toilet involved to prevent additional water flow/damage.
- Use a plunger or snake to clear the blockage. If that does not clear the blockage, you will need professional help:
 - (a) If you've been in your home 30 days or less: Submit a warranty request using the online form. Liberty Homes will schedule a plumber, but if the plumber finds the blockage is caused by the actions of you or someone in your household, you will be responsible for any charges. No additional warranty service will be done on your home until the bill is paid in full.

(b) If you've been in your home for more than 30 days: You will need to contact a plumber or roter service to remove the blockage. If you would like help scheduling a plumber at your expense, email us at warranty@libertyhomes.com.

- Clean up any water/sewage from the blockage/leak immediately. If there was a large amount of water/sewage leaking, run fans after doing clean-up to help with the drying process and prevent additional/more substantial damage. As a reminder, failure to act quickly to minimize damage may void warranty coverage.

Sewer Back Up Affecting Entire Home

- If you've been in your home 30 days or less, contact Liberty Homes or the plumber listed on the Emergency Phone Numbers list. If you've been in your home over 30 days, contact a roter service.
- Clean up any water/sewage from the back up immediately. If there was a large amount of water/sewage leaking, run fans after doing clean-up to help with the drying process and prevent additional/more substantial damage. As a reminder, failure to act quickly to minimize damage may void warranty coverage.
- Remove personal belongings to a safe location. If items are soiled, contact your homeowner insurance company.

Sink or Tub Draining Slowly or Not at All

Sinks or bathtubs that are draining slowly or not at all are most commonly the result of product build-up or clogging. In the bathroom, hair, styling products, and shaving cream are common causes, while coffee grounds, potato peels, rice, and grease are often the culprits in the kitchen. To help remove clogs or blockages:

- Use a plunger or snake to try and clean out any clogs/blockages.
- If a plunger or snake doesn't work, you can try a commercial drain cleaner, but make sure you follow the instructions.
- If these do not work, you will likely need to have a plumber look at the drain:
 - (a) If you have been in your home for 30 days or less, submit a warranty request using the online form, and Liberty Homes will schedule an inspection. If the inspection finds the clog or blockage is caused by the actions of you or someone in your household, you will be responsible for any charges. No additional warranty service will be done on your home until the bill is paid in full.

- (b) If you have been in your home for more than 30 days, contact a plumber. If you would like help scheduling a plumber at your expense, email us at warranty@libertyhomes.com

Sewer Smell at Laundry Room or Mechanical Room

Floor drains incorporate a P-trap in them to eliminate sewer gases from backing up into your home. The P-trap is designed to use water to block the sewer gases, so if the P-trap dries out, this can result in a drain that smells bad. Pour water into the trap every few weeks or when you notice a smell.

No Hot Water at Master Bathtub

Increase the temperature to the hot water valve on the tub by locating the temperature control valve under the master vanity sink (between the hot and cold lines). Loosen the screw on the top of the turn valve, lift up on the valve and increase or decrease as desired.

RAILINGS

LIMITED WARRANTY GUIDELINES

During the orientation, Liberty Homes will confirm that all railings are in good condition and repair, stain, or paint any cosmetic deficiencies noted on the Home Owner Orientation Inspection form that do not meet industry standards, and those will be signed off as completed on the form. Subsequent repairs are your responsibility.

Attachment

Railings should remain securely attached with normal use. If railings become loose during your one-year warranty period, submit a warranty request, and Liberty Homes will schedule an inspection to determine possible causes and if it qualifies for repair. **NEVER HANG ON OR PULL RAILINGS.** Issues caused by hanging or pulling on railing is not covered by warranty.

Placement

Liberty Homes installs railings in positions and locations to comply with applicable building codes. Because of this, there is no warranty coverage for placement, and Liberty Homes will not move the position of railings.

Stained Railings

Stained railings will show variation in the way the wood grain takes the stain. Some designs may show seams where pieces of wood came together to form the railing. There is no warranty coverage for these variations or seams showing.

ROOF

LIMITED WARRANTY GUIDELINES

If your roof leaks, Liberty Homes will schedule an inspection to determine possible causes and if leaks fall within the scope of warranty. Roof leaks caused by severe weather or some action you have taken, such as walking on the roof, are not covered by the Limited Warranty.

Roof repairs are made only when the roof is dry. If a leak occurs, try to detect the exact location. This will greatly simplify finding the area that requires repair when the roof is dry.

Ice Dam

An ice build-up (ice dam) may develop at or above the eaves during extended periods of cold and snow. Your homeowner insurance may cover this damage, which is excluded from this warranty.

Inclement Weather

Storm damage is excluded from warranty coverage. Notify your homeowner insurance company if storm damage is discovered.

Limit Walking

Limit walking on your roof. Your weight and movement can loosen roofing material and in turn result in leaks. Leaks caused by walking on the roof are not covered by warranty. Never walk on the roof of your home when shingles are wet (they are slippery) or in hot weather (they are soft).

Trees

You should trim any trees that grow close to your home. Tree branches can cause damage during the normal course of the day but can also cause severe damage during heavy winds. Damage caused by tree branches is not covered by warranty.

TROUBLESHOOTING TIPS

Please keep in mind that roof leaks cannot be repaired while the roof is wet. However, if you call in the leak, you can get on the schedule to be in line when conditions dry out.

Confirm the source of the water is from the roof and not from a:

- Plumbing leak
- Open window on a higher floor
- Ice dam

- Clogged gutter or downspout
- Blowing rain or snow coming in through code required roof vents
- Gap in caulking

Minimize potential property damage by:

- Placing a container under dripping water.
- If a ceiling is involved, using a screwdriver to poke a small hole in the drywall to release the water. Place a bucket below the hole to capture water from both the initial release and any additional leaking while waiting for repairs. If you don't poke a hole in the drywall, water will continue to build up, and eventually bubbles created will burst and send larger amounts of water down on anything below, including personal belongings.
- Removing personal belongings to prevent damage to them. If damage occurs, contact your homeowner insurance company to submit a claim.
- Reporting the leak to Liberty Homes as soon as possible.

ROUGH CARPENTRY

LIMITED WARRANTY GUIDELINES

Floor Deflection

Floors will deflect (bend) when walked on. This will be more noticeable next to kitchen islands with granite/quartz counter tops and heavy furniture. This is normal. All beams, joists, headers, and other structural members have been sized according to the engineer's specifications, the manufacturer's specifications, and local building codes. This is not a structural deficiency, and Liberty Homes will take no action for this occurrence.

Floor Level

Floors should be level to within 1/4-inch within any 32 inch distance as measured perpendicular to any ridge or indentation. If floor slope exceeds 1/240 of the room, Liberty Homes will schedule a site visit to investigate possible causes and if it qualifies for repair.

Plumb Walls

If walls are out of plumb more than 1/2-inch in an eight-foot distance or walls are bowed more than 1/2-inch in any 32 inch measurement, Liberty Homes will schedule a site visit to inspect and determine if it qualifies for repair.

Squeaks

As your home goes through the settling and drying out process in the first couple of years, floor squeaks may become noticeable. Liberty Homes does not warrant against floor squeaks, but will make a reasonable effort to correct them when possible. Totally Because of the nature of wood and construction methods, it is not possible to eliminate all squeaks during all seasons. **Liberty Homes will not remove flooring or ceiling finishes to correct floor squeaks.** If previously unfinished areas, such as basement below flooring, have been finished, repairs may no longer be possible due to access being restricted by drywall and other finishes.

There are many possible causes of floor squeaks, including:

- Wood moving along the shank of a nail.
- Lumber, plywood, or boards moving when someone walks over them. Boards and plywood may become loose due to shrinkage of the floor structure or subfloor as it dries after installation or seasonal changes in temperature and humidity.
- Nails used to fasten metal connectors (joist hangers, tie-down straps, etc.)

SHOWER DOORS/TUB ENCLOSURES

LIMITED WARRANTY GUIDELINES

During your orientation, Liberty Homes will confirm the good condition of shower doors and tub enclosures and repair damage noted on the Home Owner Orientation Inspection form that does not meet industry standards. Subsequent damage is your responsibility. Liberty Homes warrants shower doors and tub enclosures will function according to manufacturer specifications.

Caulking

To avoid issues with water leaking from showers, check and touch up caulk as needed. There is no warranty coverage for cracked or deteriorated caulking and any damage caused by water leakage due to cracked or deteriorated caulking. Fiberglass Shower/Tub Surrounds do not require caulking — see details below.

Cleaning

Use cleaning products suggested by the manufacturer to avoid any damage to the trim and hardware, which is not covered by warranty.

Fiberglass Shower/Tub Surrounds

The fiberglass shower/tub surround installed by Liberty Homes is a three-piece insert with overlapping flanges behind the pieces that prevents water from getting to drywall and other materials behind the inserts. The openings/seams between the panels are normal and are designed to keep the flow of water running down to the tub. Water will go into the vertical seam, hit the flange, and drain into the tub. Because these openings/seams serve an important purpose in water drainage/keeping water off of drywall and other materials behind the panels, **these openings/seams should not be caulked.**



Shower Doors

Do not hang on doors and avoid hanging wet towels on corners of doors. The weight can pull the door out of alignment and cause it to creak. Issues with shower doors caused by hanging on them or hanging wet towels on them are not covered by warranty.

SMOKE/CARBON MONOXIDE DETECTORS

LIMITED WARRANTY GUIDELINES

Liberty Homes does not represent that the smoke detectors will provide the protection for which they are installed or intended. Smoke and carbon monoxide detectors are tested by both Liberty Homes and building inspectors to confirm they are working. Subsequent maintenance is your responsibility. You are responsible for obtaining fire insurance.

Locations

Liberty Homes provides smoke detectors and combination smoke/carbon monoxide detectors on each level of the home that operate electrically with a battery backup. These detectors are installed in accordance with building codes, which dictate locations. Liberty Homes cannot omit any smoke detector, and you should not remove or disable any smoke detector.

Manufacturer Guidelines

Always consult and follow the manufacturer's guidelines on the cleaning and care of your smoke and carbon monoxide detectors.

STAIRS

LIMITED WARRANTY GUIDELINES

No known method of installation prevents all vibration or squeaks in a staircase. Although Liberty Homes does not warrant against stair vibration and squeaks, a reasonable effort will be made to correct them **without removing floor coverings**.

Shrinkage Cracks

Shrinkage cracks may develop where stairs meet the wall. This is normal and is not covered by warranty. When this occurs, apply a thin bead of latex caulk and, when dry, touch up with paint.

TILE

LIMITED WARRANTY GUIDELINES

During the orientation, we confirm tile and grout areas are in acceptable condition. We will repair or replace cracked, chipped, or loose tiles noted on the Home Owner Orientation Inspection form that do not meet industry standards, and those will be signed off as completed on the form. Subsequent repairs will be your responsibility except in specific cases as outlined below.

Brand, Style, and Color

Your selection sheets provide a record of the brand, style, and color of tile in your home.

Color Match

If tile requires repair, new grout and tile may not match the color of the existing application.

Cleaning

Do not use abrasive cleaners on your tile, which can cause damage and/or dull the finish. Damage caused by abrasive cleaners is not covered by warranty.

Cracks in Grout Lines

Cracks in grout lines that result in loose tiles or gaps in excess of 1/16 inch will be inspected by Liberty Homes to determine possible causes and if it qualifies for repair. If repair is necessary, the contractor will repair grouting **one time only** and is not responsible for color variations or discontinued colored grout. The homeowner is responsible for re-grouting these joints after the one-time repair.

Sealing Grout

Sealing the grout is your decision and responsibility but is recommended to help maintain the grout and prevent water from seeping below the tiles. **If you will be sealing your grout, it is recommended that you wait at least 30 days after installation**, which will allow grout to fully cure and avoid discoloration. Once grout has been sealed, ongoing maintenance of that seal is necessary. Follow instructions on grout sealer for ongoing maintenance and timing of resealing it. Limited warranty coverage on grout that has been sealed is void.

Separations

Expect slight separations to occur in grout between tiles and between tile and door thresholds. This is not a defect and therefore not covered by warranty unless it qualifies for inspection as outlined in Cracks in Grout Lines.

Caulk and grout around bathtubs or countertops may appear to be pulling up after time. This is caused by normal shrinkage of grout or caulk and shrinkage of wood members as they dry out. Because this is a normal occurrence, it is homeowner maintenance and not covered by warranty. This maintenance is important to protect the underlying surface from water damage.

Tile Lippage

Tile lippage greater than 1/16-inch is generally considered excessive, except where the material is designed with an irregular height (such as handmade tile). If lippage exceeds these performance guidelines, Liberty Homes will schedule a visit to investigate the possible cause and if it qualifies for repair.

Variations

Tile often varies greatly in shading, veining, and marbling with each packaged carton. This is considered a part of the inherent beauty of these products and is to be expected. In addition, individual tiles may vary in size, height, width, and thickness. As a result of these characteristics, when the product is installed it may be uneven in appearance. You may have some tiles higher than others, especially on floors. The degree of unevenness may depend largely on the quality of the subfloor as well as the product itself. There is no warranty coverage for variation in tile shading, veining, marbling, size, height, width, and thickness.

VENTILATION

LIMITED WARRANTY GUIDELINES

Proper ventilation is important for your health and safety. Condensation, cooking odors, indoor pollutants, radon, and carbon monoxide may all accumulate if there is not proper ventilation in your home. **Do not cover the ventilation vents in your home's soffit (located in the underside of the overhangs) or the combustion of air return vents near the furnace and water heater.**

Also, use the hood fan when you are cooking and run bath fans when bathrooms are in use.

Liberty Homes warranty guidelines for active components are discussed under the appropriate headings (electrical system, heating system, and so on).

WATER HEATER: TRADITIONAL TANK

LIMITED WARRANTY GUIDELINES

Only installation issues are covered under this Limited Warranty. For all other issues, refer to the manufacturer's warranty for coverage details. For information and tips on safety and prolonging the life of your water heater, see Water Heater: Traditional Tank in Care & Maintenance.

Air Intake/Exhaust Vent

Regularly check to make sure the air intake and exhaust vent are not obstructed. Water heaters need air to burn properly and can get damaged or stop working if the air intake is obstructed. An obstructed exhaust vent is not only a safety hazard (carbon monoxide that can't vent builds up in your home), it can also cause damage and/or cause the water heater to stop working. Damage caused by a blocked air intakes or exhaust vents is not covered by warranty.

Condensation

Condensation inside your new water heater may drip onto the burner flame. This causes no harm and, in most cases, will disappear in a short period of time. Because this is normal, there is no warranty coverage for condensation.

Mineral Buildup

All water contains minerals that can build up inside the tank of your water heater and cause it to not operate properly and/or damage the tank and other components. To help prevent this, regularly drain and flush your tank. Mineral buildup issues are not covered by warranty.

Temperature Setting

The recommended thermostat setting for normal everyday use is “normal.” Higher settings can result in wasted energy dollars and increase the danger of injury from scalding. Liberty Homes is not responsible for any issues created if you choose to turn the temperature to a higher setting.

Hot water will take longer to arrive at sinks, tubs, and showers that are farther from the water heater. This is not a defect, and there is no warranty coverage for such conditions.

TROUBLESHOOTING TIPS

Before requesting service, confirm that the:

- Pilot is lit. (Directions will be found on the tank.)
- Temperature setting is not on “vacation” or too low.
- Water supply valve is open.
- Gas service is not out in the area or to your home. Also check gas valves to ensure they are in the “open” position.

Refer to the manufacturer’s literature for specific locations of these items and other troubleshooting tips.

WATER HEATER: TANKLESS

LIMITED WARRANTY GUIDELINES

Only installation issues are covered under this Limited Warranty. For all other issues, refer to the manufacturer’s warranty for coverage details. For information and tips on safety and prolonging the life of your water heater, see Water Heater: Tankless in Care & Maintenance.

Air Intake/Exhaust Vent

Regularly check to make sure the air intake and exhaust vent are not obstructed. Water heaters need air to burn properly and can get damaged or stop working if the air intake is obstructed. An obstructed exhaust vent is not only a safety hazard (carbon monoxide that can’t vent builds up in your home), it can also cause damage and/or cause the water heater to stop working. Damage caused by a blocked air intakes or exhaust vents is not covered by warranty.

Cold Water Sandwich

If members of your household take back-to-back showers, you may experience what is known as

a cold water sandwich: Warm water when the second person first turns on the shower, followed by several seconds of cold water before the temperature warms back up. This is caused by water left in the pipes after the first shower. This is normal and not covered by warranty.

Mineral Buildup

Though not as common as in tank water heaters, minerals in water can build up inside your tankless water heater, especially if you have hard water. Regular maintenance, including cleaning the filter, can help prevent mineral buildup. Refer to the manufacturer's literature for guidance on maintenance of your water heater. Failure to follow the manufacturer's guidelines may void any warranty coverage provided by the manufacturer.

System Overload

While not common, tankless water heaters can fail to supply needed hot water or shut down if overworked (i.e., multiple showers running at once). Overloading a system is not covered by warranty. If your system gets overloaded, adjust your usage to reduce load on the system.

Temperature

Your water heater is factory set to 120 degrees, and for safety reasons, it will not go above that using the arrows on the front. Due to liability reasons and following CPSC guidelines, Liberty Homes' installers will not set temperatures higher than 120 degrees, and we do not recommend adjusting it to a higher temperature. Liberty Homes will not be responsible for scalding or other issues caused by homeowners setting the temperature higher than 120 degrees.

TROUBLESHOOTING TIPS

Before requesting service, check to confirm that the:

- Burner or other ignition source is not off (see manual for information about the ignition source of your water heater).
- Temperature setting is not on "vacation" or too low. Note: If you have changed the temperature setting from the original 120 degrees and the power has gone out, the water heater will reset to 120 degrees, and you'll need to change it again.
- Water supply valve is open.
- Gas service is not out in the area or to your home. Also check gas valves to ensure they are in the "open" position.

Refer to the manufacturer's literature for specific locations of these items and other troubleshooting tips.

WATER SOFTENERS

LIMITED WARRANTY GUIDELINES

The only coverage under this Limited Warranty is for installation issues. For all other items, refer to the manufacturer's Limited Warranty for information regarding coverage of the water softener.

WINDOWS, SCREENS, SLIDING GLASS DOORS

LIMITED WARRANTY GUIDELINES

Liberty Homes will confirm all windows, screens, and sliding glass doors are in acceptable condition during the orientation and will repair or replace broken windows or damaged screens noted on the Home Owner Orientation Inspection form that do not meet industry standards. Subsequent damage is your responsibility. Windows should operate with reasonable ease and locks should perform as designed. If they do not, Liberty Homes will adjust before occupancy.

Caulking

Windows and sliding glass doors are caulked at the time of installation and caulking is confirmed during the construction process. Like all caulking in your home, natural expansion and contraction can cause window caulking to crack or deteriorate over time. Repairing cracked or deteriorated caulking is homeowner maintenance and not covered by warranty.

Condensation

Liberty Homes provides no corrective measure for condensation (or sweat) that is caused by high humidity within the home.

Condensation that accumulates between the panes of glass in dual-glazed windows indicates a broken seal. If this occurs during the warranty period, submit a warranty request, and Liberty Homes will schedule a site visit to investigate potential causes and if it qualifies for replacement.

Infiltration

Some air and dust will infiltrate around windows, especially before the installation of landscaping in the general area. The Liberty Homes warranty excludes this occurrence.

Locks

Liberty Homes verifies proper function of locks on sliding glass doors and windows at your orientation. Subsequent adjustments and maintenance of locks is your responsibility.

Scratches

Liberty Homes confirms that all window glass is in an acceptable condition at your orientation and will repair any scratches noted on the Home Owner Orientation Inspection form that do not meet industry standards only. Repair of subsequent scratches is your responsibility.

Screens

Screens are checked prior to closing to ensure there is no damage. After closing, any damage to screens is homeowner responsibility, including damage caused by removing screens. If you choose to remove screens, do so carefully to ensure you do not damage them.

Tinting

Liberty Homes does not warrant damage to glazing or frames due to homeowner installation of window tinting.

Tracks

Windows and sliding patio doors and screens shall slide properly on their tracks at the time of substantial completion of the project. The cleaning and maintenance necessary to preserve proper operation are homeowner responsibilities. Sliding doors and windows may bump the frame when closing. This is normal and requires no repairs.

Weep Holes

In heavy rains, water may collect in the bottom channel of window frames. Weep holes are provided to allow excess water to escape to the outside. It is your responsibility to ensure weep holes are free of dirt and debris. There is no warranty coverage for water leakage at windows or sliding glass doors caused by blocked weep holes.

Windowsills

Paint protects windowsills from outside elements, so inspect the sills regularly and repaint damaged areas as soon as possible. We suggest using a wood preservative and a high quality primer before repainting. Damage or other issues created by paint that is not properly maintained or repaired is not covered by warranty.

During regular inspections, also look for signs of softness or rotting and hardware out of line. If you notice this during your one-year warranty period, submit a warranty request using the online form, and Liberty Homes will schedule an inspection to determine possible causes and if it qualifies for repair.

WINDOW WELLS

LIMITED WARRANTY GUIDELINES

Liberty Homes installs all window wells in accordance with code, and they are inspected during the building process to ensure code compliance.

Bulges

Bulges in window wells can happen during the construction process, caused by compacting soil. Window wells are inspected to ensure they are in acceptable condition and within industry standards. In the extremely rare instance a window well does not pass inspection, that will be noted on the Home Owner Orientation Inspection form, and only items noted on the form will be repaired or replaced. All other window well repairs are the homeowner's responsibility.

Cleaning

Snow, debris, and leaves can pile up in your window well. If left unattended, they can prevent proper water drainage, which could damage windows and allow water to enter your basement. Damage caused by failure to keep window wells clean is not covered by this warranty.

Connections

Weather cycles and natural expansion and contraction can cause connectors to become loose and/or can cause cracks in the exterior material where the window well is connected. This normal occurrence is not covered by warranty. Regularly inspect connections and tighten any loose ones and fill any cracks immediately to prevent additional damage and water from entering your home, both of which are not covered by warranty.

Covers

Liberty Homes only installs window well covers as required by code. If covers are installed, Liberty Homes confirms they are in good condition during your orientation. Liberty Homes will repair any damage noted on the Home Owner Orientation Inspection form that does not meet industry standards only, and such repairs will be signed off as completed on the form. Any subsequent repairs are the homeowner's responsibility. If you wish to add covers to window wells not required to have one by code, that is your responsibility.

Fill Material

Liberty Homes fills window wells with materials according to code, and it is inspected to ensure compliance. Materials may vary due to availability, including from window well to window well on the same home. The Limited Warranty does not include changing or replacing material.

Grading, Gutters, and Downspouts

Water naturally flows to lower areas of a yard. Because window wells are one of the lowest points in the yard, water may flow into and fill your window wells if there is not proper grading and drainage. It is your responsibility to maintain proper grading so water flows away from your home. Also, make sure gutters and downspouts are clear of debris and positioned correctly. This Limited Warranty does not cover issues created by failure to maintain drainage. See Grading and Drainage and Gutters and Downspouts.

Heavy Rain or Snow

During heavy precipitation periods, window wells can get waterlogged. This is not a defect covered by warranty. You should inspect window wells after heavy rain or snow for pooling water or damage. If there is standing water in your window wells, remove it immediately. If water has entered your basement and caused damage due to heavy precipitation, consult your insurance company. Following heavy snow events, clear snow out of the window wells as soon as possible to prevent excess water in the wells from snow melt.

Ladders

The number of egress ladders and the location(s) are determined by code and are inspected for compliance. Due to this, Liberty Homes cannot and will not move or remove ladders, and you should not move or remove them either. If you wish to have a ladder in a window well where Liberty Homes did not install one, you can add a ladder. Adding ladders is the homeowner's responsibility.

WOOD TRIM/STRUCTURES

LIMITED WARRANTY GUIDELINES

During your orientation, Liberty Homes will confirm wood trim and structures are in acceptable condition. Minor imperfections in wood materials will be visible and require no action. Liberty Homes will correct noticeable construction damage such as chips and gouges listed on the Home Owner Orientation Inspection form that do not meet industry standards, and those will be signed off as completed on the form. Subsequent damage is the homeowner's responsibility.

Caulking

Normal shrinkage with both wood products and caulking can create gaps at joints and where trim meets drywall and other materials. As is the case with all other caulking in your home, it is your responsibility to maintain and repair any caulking around wood trim.

Exterior Trim

If cracks in exterior trim components exceed 3/16-inch, Liberty Homes will schedule a site visit to investigate possible causes and if the cracks qualify for repair. If repair is done, caulk and touch-up paint will be applied. Any qualified repairs are **one time only** near the end of the first year. Paint or stain touch-up will not match due to dye lot variations and the effects of time, weather, and exposure on original paint or stain.

If there is a separation at joints that allows water to enter the home, Liberty Homes will schedule a site visit to investigate possible causes and if the separations qualify for repair.

Exterior Wood Structures

Liberty Homes will not repair or replace wood structures that have minor cracks, warping, or shrinkage. This is a natural occurrence in wood products. In rare instances where there was a defect in the wood used, Liberty Homes will take the necessary steps to correct the defect. However, failure to properly maintain and seal the wood will void warranty coverage.

Interior Wood Trim

Shrinking of wood trim occurs during the first two years of installation or longer, depending on temperature and humidity. Maintaining a moderate and stable temperature helps to minimize the effects of shrinking. Wood will shrink less lengthwise than across the grain. Wood shrinking can result in separation at joints of trim pieces. Shrinking may also cause a piece of trim to pull away from the wall. Because this is a normal part of expansion and contraction, shrinkage is not covered by the Limited Warranty. See Wood Trim/Structures in Care & Maintenance for information on resolving issues created by shrinkage.

Raised Grain

Because of the effects of weather on natural wood, you should expect raised grain to develop. This is normal and not a defect in the wood or paint. Warranty coverage excludes this condition.

PART 3 — CARE & MAINTENANCE

IN THIS PART:

- **HOME COMPONENTS 114**
- **CHECKLISTS..... 193**

AIR CONDITIONING

Your home's cooling system can help make your home more comfortable, but improper use can make the system inefficient. The following tips and suggestions are provided to help you maximize your air conditioning system efficiency. Maintenance information for your air conditioner is found in the product's maintenance manual.

HOW TO USE YOUR SYSTEM MOST EFFICIENTLY/EFFECTIVELY

Time is very important in your expectations of an air conditioning system. Unlike a light bulb, which reacts instantly when you turn on a switch, the air conditioning unit only begins a process when you set the thermostat. Keeping your air conditioning unit running all day will allow the system to moderate temperatures more effectively. If your system is turned off when you leave for the day, your house will reach higher temps that will take longer to cool down when it is turned back on. Please note that turning the thermostat lower than the temperature you desire will not cause the air conditioner to cool faster; in fact, it can cause damage if turned too low. Using a programmable or smart thermostat will allow you to set it at a higher temperature during times you are away to save energy but also not have your home get too hot for the system to be effective later. Your home came equipped with a programmable thermostat. Please refer to the manufacturer's instructions for details on setting up programs.

QUICK TIPS

DO

Use the Program Function on Your Thermostat

DON'T

Turn the system off when you leave the home

FILTER

Most HVAC issues are caused by a dirty filter. Filters catch dirt particles before they enter the system, and over time, those particles will clog the filter and reduce the air flow, causing issues in the system. A clean filter will be white like the one shown on the left, not gray or black like the one on the right. While manufacturers recommend changing filters every three months, you may need to change them more often during times of heavy use (winter, summer), during the first year of ownership, and when construction and landscaping is happening around you. **We recommend checking filters once a month and changing as needed.** If your system not blowing cool air, short cycling, or freezing up, change your filter first to see if that resolves the issue.



FILTER MERV RATINGS

MERV (Minimum Efficiency Reporting Value) Ratings signify an air filter's effectiveness at decreasing airborne particles and pollutants, but you have to be careful about which filters you use in the system. While a higher-rated MERV filter may produce better air quality in your home, it is a thicker filter that can restrict airflow to your HVAC system and create issues within it. Because of this, **our HVAC contractors suggest using a filter with a MERV Rating of 6 - 8.**

AIR SUPPLY REGISTERS (VENTS) AND AIR RETURN REGISTERS

Two kinds of registers are used in your home: supply registers (vents) that deliver warm or cooled air into the room and air return registers that return air from the room back to the system to be heated or cooled. Do not obstruct vents or return registers with furniture, rugs, or other objects, which can negatively affect the operation of your system and potentially cause damage to it.

You can adjust vents to help maximize air flow to occupied parts of your home by closing some vents entirely or partially in rooms where not as much air flow is needed. Adjust them each season according to needs. If your adjustment includes closing vents in unused rooms, do so sparingly. Too many closed vents can increase pressure in the ducts and make your air conditioner work less efficiently.

CONDENSER

Maintain the air conditioning condenser in a level position to prevent inefficient operation and damage to the equipment (see also Grading and Drainage). Make sure that all plants and debris are cleared away from around the condenser and regularly check that none of the lines are leaking. Check your product's maintenance manual for other maintenance requirements.

QUICK TIP

Use a hose to spray off the condenser unit annually to remove built-up dirt and debris that can clog it.

DOORS, WINDOWS, BLINDS, DRAPES

Your home air conditioner is a closed system, which means that the interior air is continually recycled and cooled until the desired air temperature is reached. Warm outside air disrupts the system and makes cooling impossible, so keep all windows and doors closed while the unit is running. Even heat from the sun shining through windows can be enough to overcome the cooling effect of the air conditioner. For best results, close blinds and drapes on these windows.

DUCTWORK NOISE

Popping or booming noises are the natural result of expansion and contraction of the ductwork system and is normal.

MANUFACTURER WARRANTY

Your system comes with a manufacturer warranty that will cover defective parts after the one-year Liberty Homes warranty has expired. To access the warranty, have a licensed HVAC professional contact the manufacturer with your system's serial number (we recommend the original HVAC company listed on the Emergency Phone Numbers List in this handbook).

MODIFICATIONS

If you wish to make any modifications, including tying into the system while finishing a basement, we recommend contacting the HVAC company listed on the Emergency Phone Numbers list in this handbook, even if you are outside of your initial warranty period. They are familiar with the system set up, which can help avoid issues that can damage your system.

TEMPERATURE VARIATIONS

Temperatures may vary from room to room and floor to floor by several degrees Fahrenheit. This is due to such variables as floor plan, orientation of the home on the lot, type and use of window coverings, and traffic through the home.

QUICK TIP

For more comfortable living, turn the fan switch at the thermostat to the “on” position. The blower motor will run continuously, cycling air through your home and extending the life of the unit. Cooling will start up when the thermostat calls for a temperature decrease .

THERMOSTAT CHANGES

If you want to change the thermostat in your home, it is recommended you use a professional to do the work. Improper installation could result in damage to your air conditioner or cause it to not work properly and may void any existing warranties on your air conditioner.

TROUBLESHOOTING TIPS

See Air Conditioner in Part 2 — Limited Warranty. Note: The basic troubleshooting tips provided are informational only and not a replacement for professional service. If these tips do not work or you are unsure about what to do, it is best to hire a professional.

FREQUENTLY ASKED QUESTIONS

Which Direction Should The Arrow Face On The Filter?

Air flows into the HVAC system, so the arrow should point towards the unit to keep dust particles from entering it and giving you a clean air flow that helps the system operate properly.

For information/directions on changing filter: <https://www.youtube.com/watch?v=-Y06YJpVZbw>

How Often Should I Replace The Air Filter?

This can vary based on usage and outdoor conditions. We recommend checking your filter every month and replacing as needed.

What Is The Switch On The Side Of My HVAC System?

This is the furnace disconnect switch, which turns power on and off to the system. In order for the system to function properly, that switch needs to be on. The most common use of this switch is by homeowners who are changing the filter (just remember to turn it back on) and by technicians who are doing work on the system. If your system is not turning on as expected, making sure this switch is on is a great place to start troubleshooting.

What Is The Orange Light On The Front Of My System?

This indicator light can help an HVAC technician diagnose problems in your system. A solid orange light means everything is working properly. If it is blinking, that indicates an issue within the system. Watch the light to get the error code (number of times the light rapidly blinks), then give it to the HVAC technician. This will help them diagnose the issue and get it resolved quicker.

What Can I Do To Ensure My System Lasts Longer?

Schedule regular professional maintenance, clean or replace filters regularly, ensure the outdoor unit is debris-free, and use a programmable thermostat for efficiency.

Should I Cover The Condenser Unit In The Winter?

The condenser on your outdoor AC is made of a durable metal designed to withstand winter weather, including freezing temperatures, snow, hail, sleet, and rain, so it is not necessary to cover it. In fact, covering it could lead to moisture build up and rust that could damage it. Instead, periodically clear snow and ice off of it during the winter. If there is a chance of icicles forming above the unit and falling on it, use a wood board on top of it for added protection. This will protect the unit while not enclosing it and risking moisture build up under a cover.

APPLIANCES

The appliances in your home were selected for their durability, ease of use, and appearance. You will be provided with owner's manuals for each appliance in your home during your final orientation. We recommend that you study the use and care sections of these manuals prior to using your appliances.

QUICK TIP

To ensure you can access warranties if issues arise, register appliances with the manufacturer using warranty cards provided or through the manufacturer's websites.

DISHWASHER FILTER

Your dishwasher contains a filter — typically on the bottom but refer to manufacturer literature for the exact location in your dishwasher — that is designed to catch large food particles and prevent them from going into the dishwasher or drain and potentially causing damage or clogs. Over time, the filter will get dirty and clog up, making your dishwasher not clean as well and potentially shorten its lifespan. Experts suggest cleaning your filter once a month to ensure proper operation and longevity of the dishwasher. Clean the filter by running it and the filter door under clean water and using a toothbrush to dislodge any stuck food particles. You can also soak the filter in white vinegar to help ensure it is clean and fresh.

QUICK TIP

Using dishwasher cleaning tablets regularly can also extend the life of your dishwasher. However, these tablets are not a replacement for cleaning the filter.

DRYER VENTS

To keep your dryer working more efficiently, reduce wear and tear on it, and help eliminate the potential of a dryer fire, you should clean your dryer vents at least once a year (more often if you have a large family and do a lot of laundry, do a lot of bulky laundry, or notice it not drying as well as usual). For more information on how to clean your dryer vents, visit the LibertyHomes.com blog: <https://www.libertyhomes.com/blog/how-to-clean-your-dryer-vent/>.

GARBAGE DISPOSAL: BEST PRACTICES

If your garbage disposal does not have power, check breakers, GFCI outlets, and the reset button located on or near the bottom of the disposal. If any have tripped, you will need to reset them and try the disposal again. See Electrical for info on tripped breakers and GFCI outlets. For the disposal reset button, push it in fully to reset it.

Use cold water when you are running your disposal. When you turn the disposal off, allow the water to run an additional 10 to 15 seconds (or longer) to properly flush the drain lines.

To prevent rust from lack of use and reduce odors, run the disposal with cold water every few days even if you don't have to grind up food.

Clean your disposal every two weeks to prolong the life of the disposal and ensure food particles don't linger and create odors in your home. Make sure you clean both the rubber flaps and the interior of the disposal (Reminder: Turn disposal off and unplug it before doing any cleaning).



Want to clean and sharpen blades in your disposal at the same time? Freeze vinegar in an ice-cube tray, then run the frozen cubes through the disposal.

To prevent overworking the motor, break up any large scraps before putting them in the disposal, and grind waste a little at a time.

Don't use commercial drain cleaners in the disposal. The chemicals can potentially damage the unit and splash back up on you. Follow the troubleshooting tips for unclogging a disposal.

GARBAGE DISPOSAL: WHAT NOT TO PUT IN IT

Items that should never be put into your disposal include, but are not limited to:

- **Fat, Grease, and Oil:** While fat, grease, and oil may go into the disposal as liquid, once it cools inside your pipes it will expand and create a blockage in the plumbing system.
- **Pasta, Rice, and Oats:** Pasta, rice, and oats continue to swell with water even when they are done cooking. That means putting them in pipes where water runs could cause them expand and create a blockage. It's best to throw pasta, rice, and oats in the trash.
- **Bones, Seafood Shells, and Fruit Pits:** These can not only create a blockage in your pipes, but their hard nature can break the garbage disposal when you try to grind them up.
- **Potato Peels:** Potato peels become a sticky mass inside of plumbing pipes and cause a clog.
- **Fibrous Vegetables:** Fibrous veggies, including artichoke, celery, rhubarb, lettuce, kale, cornhusks, onion skins, asparagus, and chard get tangled around the disposal's blades. This can create issues with disposal operation and shorten its lifespan.
- **Coffee Grounds:** Over time, coffee grounds will build up and form sludge (like the dregs in your coffee pot), which creates a clog. Either toss them in the trash or use for compost.
- **Nuts:** The grinding and mashing actions of the disposal are similar to those for making nut butter. That means when you put nuts in the disposal it will turn them into a pasty concoction that can damage your disposal and clog pipes.
- **Broken Glass or Metal:** If you break a glass or other object that puts glass or metal in your disposal, do not turn it on. A disposal is not made for these items. Instead, turn off and unplug the disposal and take steps to remove the glass or metal from the disposal manually.
- **Unused Medication:** Putting medication in your disposal can negatively impact the water supply. Follow FDA guidelines to properly dispose of medications.

If you are unsure if something belongs in a garbage disposal, refer to the manufacturer's literature for guidance or err on the side of caution and throw it away instead.

RANGE HOOD/MICROWAVE FILTERS

Range hood and microwave vent filters can get clogged with grease, so removing them and cleaning/degreasing them regularly is advised to keep everything operating efficiently. The filters are typically found on the underside of the range hood or microwave. Some have a metal loop that allows you to pull it out and others have a latch or opening to slide the filter out.

QUICK TIP

If your filter is made of stainless steel, you can clean it in your dishwasher.

Aluminum filters may also be dishwasher safe when using the right detergent. Refer to manufacturer's literature for guidance.

To clean the filter, fill a sink or bucket with hot water and add a few drops anti-grease dish soap and about 1/2 cup of baking soda. Mix well and then submerge the filter, and let it soak for 15 to 20 minutes before scrubbing with gentle strokes. Drain the water, refill the sink or bucket with fresh, soapy water, and repeat the process until the filter is clean. Rinse and dry thoroughly before replacing it for use. While the filter is soaking, use hot water and soap on a damp cloth to wipe down the area where the filter sits. If needed, scrub any stubborn areas with an old toothbrush. If soap doesn't work, try a commercial degreaser.

REFRIGERATOR COILS

An often-overlooked maintenance item is the coils on the back of your refrigerator, which are used to cool it down. Over time, dust, grease, and dirt can get stuck on them, so you should clean them regularly to keep the fridge operating properly. The best way to clean them is with the brush attachment on your vacuum. For more on how to clean your refrigerator coils, visit the LibertyHomes.com blog: <https://www.libertyhomes.com/blog/how-to-clean-refrigerator-coils/>

REFRIGERATORS NOT INSTALLED BY LIBERTY HOMES

Prior to purchasing a refrigerator, be sure to measure the opening carefully, side to side, depth, and from the upper cabinet to the flooring. When shopping for refrigerators, **look at the space requirements when doors are open**. Many fridges require additional space for the doors to open, so while the outside dimensions of a fridge may fit your opening, it may not allow the doors to open properly. Manufacturer's literature includes both the outside dimensions and the space requirements for opening doors. Liberty Homes is not responsible for items purchased and installed by another source that do not fit.

TROUBLESHOOTING TIPS

See Appliances in Part 2 — Limited Warranty. Note: The basic troubleshooting tips provided are informational only and not a replacement for professional service. If these tips do not work or you are unsure about what to do, it is best to go through the manufacturer for any warranty coverage or, in the case where no warranty exists, hire a professional.

ATTIC ACCESS

The attic space is neither designed nor intended for storage. Using it for storage can be a fire hazard and affect the effectiveness of insulation. When compacted or compressed, insulation's R-value can be significantly reduced. Attic access is provided for maintenance of mechanical equipment that may traverse the space. When performing tasks in the attic, use caution and avoid stepping off wood members onto drywall, which is not designed to bear weight and can result in personal injury or damage to the ceiling below.

BASEMENTS

Many homes offered by Liberty Homes include an unfinished basement. If you decide to perform additional construction in the basement, obtain guidelines from a licensed engineer, obtain a building permit, and comply with all codes and safety requirements. Liberty Homes does not warrant you will be able to obtain a permit because building codes may change.

We also recommend using professionals to do the work to ensure proper construction that does not damage your home or the systems within it. If you are still within your one-year warranty with Liberty Homes, work done on the basement may void warranty coverage on areas affected by it, including, but not limited to, the electrical, HVAC, and plumbing systems. We recommend using the subcontractors listed on the emergency service page for any work in these areas to ensure your warranty is not voided.

CABINETS

Your selection sheets are your record of the brand, style, and color of cabinets in your home.

Cabinet care and maintenance will depend on the material and finish you selected. Following are general guidelines. For additional info, see the manufacturer's warranty/care instructions.

GENERAL CABINET CARE AND MAINTENANCE

- Remove spills quickly to avoid permanent stains. Use a blotting action with a clean, soft cloth.
- Heat and steam can damage cabinetry. Avoid using appliances such as toasters, crockpots, and coffee makers directly below your upper wall cabinets. The steam and/or heat can cause the finish to deteriorate.
- Do not hang heavy items from handles of the cabinets, which can loosen hinges and/or damage the finish of the door.
- Do not allow cabinets to come into repeated contact with water, which can cause swelling and other damage. If they come in contact with water, wipe it off immediately.
- For more cleaning tips, visit the LibertyHomes.com blog: <https://www.libertyhomes.com/blog/tips-for-cleaning-your-kitchen-cabinets/>

QUICK TIPS

To keep grease, food debris, and dirt from accumulating on the fronts of cabinets, clean them every one to two weeks, including pulls.

If you use any cleaning products, read labels carefully and test a small, inconspicuous spot on the cabinet to ensure it will not cause damage.

HINGES, GUIDES, PULLS

- The most common issue with cabinets is door alignment. A common cause is loose screws, so check hinges for loose screws first. If a loose screw is not the cause, you will need to adjust the hinge. Your cabinets come with an easily adjustable hinge which allows for both vertical and horizontal alignment functions. One screw lifts the door, the other tightens the door.
- If cabinet hinges catch or drawer glides become sluggish, use a small amount of silicone lubricant on the moving parts. Open and close the door or drawer several times to work the lubricant in. Be sure to wipe off any excess lubricant with a clean, soft cloth.
- Check the screws in the hinges, door guides, and door pulls regularly to be sure they are secure. Do not overtighten.
- The best way to clean hinges, guides, and pulls is with a dry microfiber cloth. Water can damage hardware. If water gets on your hardware, remove it immediately.

- A common recommendation on cleaning blogs is to use vinegar to clean cabinet hardware. If you do so, be careful not to get it on the cabinets. Vinegar has acidic properties that can damage the cabinets, particularly if they are wood.

NATURAL WOOD/WOOD VENEER

If you selected wood or wood veneer cabinets, expect differences in grain and color between and within the cabinet components. This is due to natural variations in the wood and the way wood accepts stain. This is considered to be normal and is part of wood's appeal. All hardwood is sensitive to light, and the color will naturally deepen as it ages. Your finish may vary from the samples, as the samples have been exposed to light for a longer period of time.

- Use high quality wood care products and techniques used in fine furniture periodically. Your local hardware store can provide you with several products and information to care for your wood cabinets. Follow instructions on the product for the best result, including how often to use it. Overusing products can lead to excess build-up.
- Do not use products that contain lemon oil or ammonia as they will damage the finish. Avoid using paste wax as it will build up a yellow color over time. Never use scrubbing pads or abrasive cleaners.
- Minor nicks or scratches can be covered with a putty stick. These come in several different colors and are available at most home improvement stores.

PAINTED CABINETS

- Cleaning should be done using a slightly damp lint-free cloth. A highly diluted mild detergent, such as Dawn dish soap, may be used in soiled areas. Any excess water should be removed immediately and the cabinet dried thoroughly.
- Keep excess water or moisture away from your painted cabinets. Never use a steamer or steam cleaner on or around any wood surface. Remove excess water immediately and dry cabinet thoroughly. Water that is allowed to seep into the joints or open end grains may cause wood to prematurely expand and could cause the paint to flake or chip.
- It is expected with painted cabinetry that the joints of the doors and face frames may show. Because wood naturally expands and contracts, you may see hairline cracks in the finish surface at joints in both doors and face frames. These are normal and do not affect the strength of the door or face frames. Although they may not be prevalent when the product is

new, over time as the wood takes in and expels moisture, the joints may start to show. This is not considered a defect, as it is a characteristic of the wood.

- The end grains on doors and drawer fronts may also show through the paint. Painted cabinets also show chips, nicks, and dings more readily than stained cabinetry.

CAULKING

Caulking should be kept high on your list of preventative maintenance. Time and weather can cause caulking to dry out and shrink, and it is normal for backsplashes to separate from the wall, particularly on walls with the differing interior and exterior temperatures. When caulking dries out or shrinks, it no longer provides a proper seal, and damage to other components may occur. Regularly inspect the caulking around sinks, tubs*, showers*, countertops, windows, thresholds, exterior door casings, etc. If repair is needed, inexpensive caulking guns and several varieties of caulking compounds are available at home improvement stores.

*The fiberglass shower/tub combos installed by Liberty Homes are three-piece panels with openings/seams that are normal and do not need caulking/sealing. There is an overlapping flange that is at each of those locations, preventing water from reaching the drywall.

COLORED CAULK

Colored caulks are available through flooring and tile stores. These caulks can be used where typical tile grout may crack, such as along door thresholds or cabinetry. They come in colors that closely match most grout colors. As with any colored material, dye lots can vary.

LATEX/LATEX ACRYLIC CAULK

Latex and Latex Acrylic Caulking work best for areas that require painting. It can be smoothed with a wet finger or sponge and cleans up with soap and water.

SILICONE CAULK

Silicone Caulk works best where water is present such as at the tub or sink. Some silicone caulks will not accept paint. Some siliconized caulks are water-soluble and can be smoothed with water. 100% silicone caulks are not water-soluble and will require an appropriate solvent to smooth and clean up. Ask your hardware store clerk for advice.

When caulking glass or mirrors, use only 100% silicone caulk. Other types of caulk can cause the reflective material on mirror to turn black or fail.

For information on how to recaulk in your home, watch this video: <https://www.youtube.com/watch?v=zjHcu5oaj8I> -or- visit the LibertyHomes.com blog: <https://www.libertyhomes.com/blog/how-to-recaulk-surfaces-in-your-home/>.

CONCRETE

If there is one fact that homeowners need to know about concrete, it is that concrete cracks. Natural movement and shrinkage of concrete slabs (basement, garage, outdoors, etc.) can result in cracking. Minimize this by maintaining good drainage, landscaping carefully so moisture doesn't reach soil around and under your home, and not planting trees too close to concrete, which can develop root systems that grow under the concrete and crack it.

CLEANING

Sweeping is recommended for keeping exterior concrete clean. If washing is necessary, do this when temperatures are moderate. Avoid washing exterior concrete slabs with cold water from an outside faucet when temperatures are high and the sun has been shining on concrete. The abrupt change in temperature can damage the surface bond of the concrete.

CRACKS

As cracks occur, fix them immediately to help prevent moisture from penetrating underneath and potentially causing larger cracks or other damage. A waterproof concrete caulk, found at hardware or home improvement stores, can be used for most cracks.

For more information on repairing concrete cracks, visit the LibertyHomes.com blog: <https://www.libertyhomes.com/blog/how-to-repair-cracked-concrete/>

EXPANSION CONTROL JOINTS

The concrete at your home was poured using control joints. These are grooves in large slabs of concrete that help the concrete crack along predetermined, appropriate spaces. Cracks in these control joints are expected and acceptable.

HEAVY VEHICLES

Driving large vehicles, such as motorhomes, moving vans, commercial vehicles, or delivery trucks on the concrete can cause damage. Driveways are designed and installed for conventional residential traffic only.

ICE, SNOW, AND CHEMICALS

Remove ice and snow from concrete slabs as soon as possible after snowstorms. Homeowners should be careful when de-icing their driveway or sidewalks. Salt is not recommended to melt ice for at least the first year and sparingly after that. Sand can be used instead for traction.

When roads are wet in the winter, try to avoid parking cars on the driveway as excess water laden with salt from the car can drip onto concrete and promote cracking and/or spalling.

Protect concrete from chemical agents such as pet urine, fertilizers, and radiator overflow, which can cause chipping.

SEALER

The sealer used on your exterior concrete lasts for about 5 years, so you will need to reapply a sealer after that and continue to reapply based on your product choice's recommendation.

COUNTERTOPS

Taking care of your countertops is important as it can keep them looking newer for a longer period of time. Use a cutting board when cutting or chopping. Also, protect your counter from heat and extremely hot irons, pans, and baking dishes.

QUICK TIP

As a general rule, if an object is too hot for you to put your hand on it, do not put it on the countertop.

Your selection sheets provide a record of what type of countertops are in your home. Follow manufacturer's instructions on cleaning and care.

GENERAL CLEANING TIPS

- Prevent grease and dust build-up, which dulls colors, by regularly cleaning your countertops. Depending on the type of countertops you have, you may just need to wipe the countertop off with a damp cloth or using a mild soap or detergent.
- Do not use harsh or abrasive cleaners, which can scratch the surface over time.
- To protect your countertops from spills, lightly coat countertop lightly olive oil, allow oil to soak in for a few minutes, then rub dry with a soft linen. Several thin coats will provide better protection than one heavy coat.

- If you spill chemicals on your countertops, clean them up immediately. Prolonged contact with bleaches, acetone (fingernail polish remover), mineral acids, lye (found in drain cleaner), copper cleaners, bluing, iodine, or dye can stain the surface.
- To remove strong odors, rub the countertop with a slice of something citric such as a lemon or orange, sprinkle lightly with salt, and wipe immediately with a paper towel or soft cloth.

LAMINATE

Caulking

As part of on going home owner maintenance caulking is required next to walls, in the seams, around sink cutouts and other fixtures. See Caulking section for more information.

Cleaning

To clean the surface, use a damp cloth or sponge and a mild soap or detergent.

Heat

Laminate countertops are especially susceptible to damage from heat. Never place pots or dishes directly from the oven or burner on an unprotected laminate surface; such extreme heat can cause cracking or blistering.

Stains

Difficult stains such as coffee or tea can be removed using a mild household cleaner/detergent and a soft bristle brush, repeating as necessary. For persistent stains, use a paste of baking soda and water and apply with a soft bristle brush. Light scrubbing for 10 to 20 strokes should remove most stains. Although baking soda is a low abrasive, excessive scrubbing or exerting too much force could damage the decorative surface, especially if it has a gloss finish.

Water

Never allow water to sit on seams or around sink cutouts or other fixtures. Standing water can cause the countertop substrate to swell, causing unevenness at the seams.

GRANITE AND OTHER NATURAL STONE

Cleaning

Frequently cleaning the granite and other natural stone countertops with lukewarm water is in general all that is required to maintain the appearance, but a solution of warm water and mild dishwashing or hand soaps can also be used. If you use a soap solution, rinse the surface thoroughly to prevent film and streaks, then dry with a soft cloth. Specialty stone cleaners are also available at most home centers if needed or desired. Follow instructions carefully.

Do not use cleaning products containing lemon, vinegar or other acids or bleaching agents. Abrasive cleaners, scouring powders or creams should not be used on natural stone surfaces.

Sealing

Granite and Stone countertops are natural products, and therefore, will need to be resealed approximately every 1-3 years. Resealing is an easy task that you, as the homeowner, can perform. Sealers can be purchased at most home centers. It is a good idea to test any new sealer on a small, inconspicuous area of the countertop before sealing the whole surface .

Spills

If a harmful substance is spilled on the surface blot the spill with a paper towel. Flush the area with plain water and mild soap and rinse several times. Dry the area thoroughly with a soft cloth. Repeat as necessary. Deep seated or stubborn stains may require professional cleaning.

Tips to Prevent Damage

- Use coasters under all glasses, particularly those containing alcohol or citrus juices. Many common foods and drinks contain acids that will etch or dull the surface of many stones.
- Do not place hot items directly on the stone surface. Use trivets or mats under hot dishes and placemats under china, ceramics, silver or other objects that can scratch the surface.
- Always use a cutting board instead of cutting directly on the surface.

QUARTZ (ENGINEERED STONE)

Spills

Quartz is resistant to stains, but spills should be cleaned as soon as possible. Liquid spills, fruits, vegetables, or other foods should be wiped up and cleaned with mild soap and warm water. A damp cloth with a small amount of non-abrasive cleaner that does not contain bleach may also be used. For stubborn or dried spills, if routine cleaning procedures do not work, use a nonabrasive cleaning pad along with common household cleaners like Formula 409 Glass and Surface Cleaner or a comparable cleaning product. Avoid using cleaning products that contain oils, powders or abrasives.

Tips to Prevent Damage

- Quartz surfaces are more resistant to heat when compared to other surfacing materials, but like natural stone, quartz can be damaged by extreme temperature changes, whether prolonged or sudden. Trivets and hot pads should be used when placing hot skillets, pans, or other heat generating appliances on the surface.

- Cutting directly on quartz surfaces should be avoided. Use cutting boards and take care not to drop or move heavy objects on the countertop surface.
- Avoid exposing quartz to any strong chemicals and solvents. It is important to note some of these chemicals and solvents can be found in household items like paint removers, paint and stain strippers that contain trichlorethane or methylene chloride, nail polish removers, bleach, furniture cleaners, oil soaps, permanent markers or inks and chemicals with high alkaline/PH levels (Oven Cleaners, Drain Openers, etc.).

DECKS

Liberty Homes offers decks built using a combination of composite decking materials (deck and skirt) and wood (posts). Maintaining your deck requires on-going cleaning and maintenance.

CARING FOR COMPOSITE DECKING MATERIALS

Cleaning

By cleaning your deck on a regular basis, you can get rid of debris that cause organic decay or staining. While composite decking resists stains, marks can still crop up if you don't adequately care for the material. Periodically, clean your composite decking with soap and water or a composite deck cleaner.

QUICK TIP

Check the composite decking manufacturer's guidelines before using a power washer to clean it. Some composite materials can be damaged by a power washer.

Sweep often between more detailed cleanings to prevent debris from accumulating on the deck and getting caught in gaps. Leaves, grass, etc., can get stuck in the gaps between your composite boards. If the debris gets wet, it may promote organic decay on your deck. If there is buildup that cannot be removed by sweeping, use a spatula or putty knife to get the leaves out. Afterward, you can spray the deck with a garden hose to make sure you rinse off anything you initially missed.

Hard Water Staining

If you have hard water, mineral deposits like lime, silica and calcium can be left on the decking and cause spots on it. This is not a defect of the product but an issue with the water. Generally, these deposits can be cleaned with white vinegar on decking surfaces. Rinsing is required, so care should be taken to not use hard water for this purpose. If hard water must be used, dry with a cloth or a blower. In some cases, a deck brightener product may also be used to help clean hard water stains. Refer to manufacturer's literature before using a deck brightener.

Ice and Snow

Use a plastic shovel to remove snow from your deck – NEVER use a metal shovel, which can scratch your deck and void any warranties. Calcium chloride or rock salt, available in many home centers, will melt ice on decking. Rinse off when first practical.

Oil and Grease Stains

Speedy cleanup is best. The longer oil or grease sits on the surface the more likely it is to soak into composite wood fibers. If soap and water don't do the trick, test an inconspicuous area using a cleaner such as Fantastik.

Rubber Mats

Use caution when using rubber-backed mats (i.e. welcome mats, etc.). These can trap moisture, and they may contain substances that can sometimes discolor or lighten the decking surface. Instead, use rugs that have a woven back.

Standing Water

Composite decking is designed to resist water and the rot associated with wood decking. You should, however, still do what you can to minimize standing liquid like puddles. This includes directing downspouts away from decking to prevent rainwater from puddling on the surface. Since mold and mildew are common environmental conditions and require moisture, air, and warm weather to grow, it's best to reduce these things to protect your deck.

Static Electricity

While not common, static electricity can build up on occupants walking across any composite decking surface, then produce a small static shock if they touch a grounded metal surface.

Ventilation

When air circulates under your composite decking, the material will dry faster. For this reason, make sure your deck has at least 6 inches of unobstructed airflow beneath it.

CARING FOR WOOD POSTS

Wood is a porous, natural product that requires on-going maintenance. Due to the moisture and temperature extremes found in Utah, natural building materials such as wood are subject to repeated expansion and contraction. This can result in warping or shrinking of wood materials. To minimize these effects, sealing wood is required and needs to be done as soon as possible, and you should reseal wood following the instructions on the sealer used. This can be done by painting, staining, or using a water repellent sealing product. Sealing may not prevent minor cracks, warping, or shrinkage, which is part of the normal aging process, but it can help minimize these effects and prolong the life of the wood.

Effects of Exposure

Wood deck posts are subject to shrinking, cracking, splitting, cupping, and twisting. Nails or screws may work loose and need routine maintenance. Plan to inspect your decks regularly and provide attention promptly to maintain an attractive appearance and prevent costly repairs.

Sealing or Water Repellent

To prolong the life and beauty of the wood used on your deck, treat it periodically with a water repellent or wood preservative. Local home centers or hardware stores offer several products ideal for this purpose. Always follow manufacturer directions carefully.

Snow and Ice

Heavy snow or ice that remains on wood over a long period increases wear and tear. Prompt removal can reduce adverse effects. Remove any snow that accumulates on or near wood posts as soon as possible.

For more information on maintaining your deck, visit the LibertyHomes.com blog: <https://www.libertyhomes.com/blog/deck-maintenance-tips/>

DOORS AND HARDWARE

Knowing what type of doors your home has will help you know how to maintain them. Steel and fiberglass doors are very resistant to fading and warping. Most doors installed by Liberty Homes are made of wood and are subject to natural characteristics of wood, such as shrinking and warping, and more likely to need minor adjustments for warping or sticking. Wooden doors also need to be painted or stained frequently to keep them properly sealed against the elements. Doors on west or east facing sides of your home that receive direct sunlight will need maintenance more often as well.

QUICK TIP

No matter what type of door you have, it is recommended you wait for about a year before making any drastic changes. Most settling in your home, which causes the majority of door issues, will occur during the first year.

DOOR KNOBS

Teach children not to hang on the doorknob and swing back and forth, as this works loose the hardware and causes the door to sag. Do not use excessive force to twist or pull doorknobs when opening and closing doors, which can loosen the screws that hold the knob together. At the first sign of a loose knob, take steps to tighten the screws on it to prevent the knob pieces from disconnecting from one another and the knob falling off.

DOOR STOPS

The door stops in your home were adjusted to prevent damage to the drywall behind the door. Removing, changing the adjustment, or pushing a door to open wider than the door stop allows can cause the door knob to go through drywall.



DOORS WITH INTERNAL BLINDS

Use caution when opening and closing blinds to prevent the cords from binding, magnets becoming detached, or damaging the slat. Slide the slider in a slower, more deliberate manner, not rapidly.

When you first move in, there may be bumper above the slider. This is installed to by the factory to keep the blinds in place during transit and installation to prevent damage. If the bumper is still above the slider, remove it, which will allow for full operation of the blinds.



EXTERIOR DOORS

To ensure longer life for your exterior wood doors, plan to refinish them at least once a year. Stained exterior doors with clear finishes tend to weather faster than painted doors. Treat the finish with a wood preserver every three months to preserve the varnish and prevent the door from drying and cracking. Reseal stained exterior doors whenever the finish begins cracking or crazing. Whether you are painting as part of normal maintenance or to change the color of the door, the LibertyHomes.com blog has tips and tricks for painting your front door: <https://www.libertyhomes.com/blog/tips-and-tricks-for-painting-your-front-door/>

Separation between exterior materials and door frames/molding is normal due to the materials expansion and contraction rates of the different materials. Caulk around the separated area as part of your normal homeowner maintenance.

FAILURE TO LATCH

If a door will not latch because of minor settling, you can correct this by raising or lowering the strike plate.

KEYS

Keep a duplicate privacy lock key where children cannot reach it in the event a youngster locks themselves in a room. The top edge of the door casing is often used as a place to keep the key. A small screwdriver, paper clip, or similarly shaped device can open some types of privacy locks.

LOCKS

Lubricate door locks with graphite or other waterproof lubricant. Avoid oil, which will gum it up.

SHRINKING

Use putty, filler, or latex caulk to fill any minor separations that develop at mitered joints in door trim. Follow with painting. Panels of wood doors shrink and expand in response to changes in temperature and humidity.

SLAMMING

Slamming doors can damage both doors and jambs and can even cause cracking in walls. Teach children not to hang on the doorknob and swing back and forth, as this works loose the hardware and causes the door to sag.

SQUEAKS

The majority of door squeaks are caused by a lack of lubrication at the hinges, so applying silicone lubricant or petroleum jelly is a great first step to getting rid of the squeak. Avoid using oil, which can gum it up or attract dirt. Graphite works well as a lubricant but can create a gray smudge on the door or floor covering beneath the hinge if too much is applied.

Other possible causes are dirt buildup in the hinges, bent hinges, loose screws, door misalignment, and a damaged door frame. The LibertyHomes.com blog has more info on fixing squeaky doors: <https://www.libertyhomes.com/blog/tips-for-fixing-a-squeaky-door/>.

STICKING

The most common cause of a sticking door is the natural expansion of lumber caused by changes in humidity. If your door sticks when it is damp, wait until the weather changes. If that fixes the problem, do nothing. If the door continues to stick, verify the strike plate is correctly positioned and not interfering with door operation. You can also try tightening hinges. If none of

these fix the problem, you may need to sand (plane) the door, but you should talk to a qualified professional before doing so.

THRESHOLD/WEATHER STRIPPING

Weather stripping and exterior door thresholds occasionally require adjustment or replacement. To adjust the threshold, remove the cap plugs on the top of the cap, adjust the screws to the desired cap height, then replace the cap plugs. For more information/directions on adjusting your threshold: <https://www.youtube.com/watch?v=spvakJF4UDU>.

DRYWALL

Due to changes in humidity, your home will go through a drying-out and settling process. The majority of this process happens during the first year. This may cause some minor cracking, nail pops, or seams may become visible in walls and ceilings. This is normal. We suggest you wait until after the first heating season to repair drywall cracks or other separations due to shrinkage. See also Expansion and Contraction.

REPAIR: CRACKS

The best time to repair drywall is when you are going to be repainting. You can easily repair hairline cracks with a coat of paint. To repair larger cracks, simply fill in the crack with spackle or caulk and sand off the excess.

REPAIR: NAIL POPS

If you notice a nail or screw head protruding from the surface of the drywall, simply hammer it back into the wall with a punch or gently tighten the screw so you do not damage the surrounding area. Cover the nail head with two or three thin coats of spackle. When dry, sand off the excess spackle to blend with the surrounding wall. Paint as usual. You can fill indentations caused by sharp objects in the same manner.

EASEMENTS

Easements are areas where such things as utility supply lines can pass through your property. They permit service to your lot and adjacent lots, now and in the future. Your lot will also include drainage easements, which means the runoff from adjacent lots passes across your property.

Likewise, water from your property may run across a neighboring lot. Easements are recorded and are permanent.

Trees, shrubs, gardens, play equipment, storage sheds, fences, extra driveways and walkways, RV parking, or other items that you decide to install in or across these easements may be disturbed if service entities—such as the gas, electric, phone, or internet companies—need access to lines for repairs, or to connect service to nearby home sites.

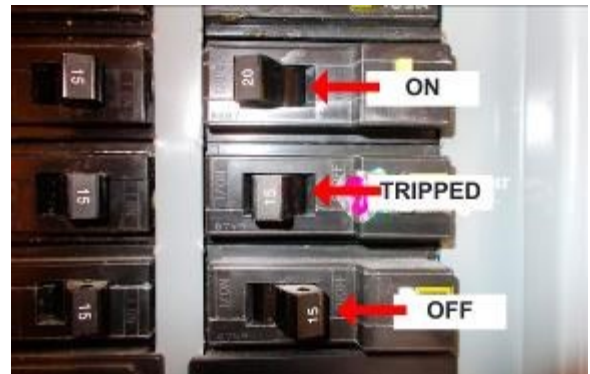
Utility companies, the United States Postal Service, and others have the right to install equipment in easements. These might include streetlights, mailboxes, or junction boxes to name a few. Neither Liberty Homes nor you as the homeowner have the authority to prevent, interfere with, or alter these installations. Plans for the location of such items are subject to change by the various entities involved. Because they have no obligation to keep Liberty Homes informed of such changes, we are unable to predict specific sites that will include such equipment.

ELECTRICAL

Your home's electrical system has been wired to meet industry standards. Incorrect use of the system, however, can result in power outages.

BREAKERS

Circuit breakers, which are located in the main electrical service panel in your mechanical room or basement, have three positions: on, tripped, and off. When a circuit breaker is tripped, you must first turn it off completely before turning it back on. Switching the breaker directly from tripped to on will not restore service.



Avoid overloading circuits: If too many appliances are plugged into one circuit, you may trip a breaker. Also, make sure all outlets and switches have cover plates.

If you experience breaker tripping frequently, unplug all items connected to it. If it trips when nothing is connected to it, there is a problem with the breaker, and you need an electrician. If the circuit remains on, you have either overloaded the circuit and need to plug in fewer devices or one of the items you unplugged is defective and will require repair or replacement. Plug items in one at a time to see if any trip the breaker. If an item trips the breaker on its own, it likely is

defective. If no item trips the breaker on its own, you have overloaded that circuit.

When you move into your home, it is a good idea to check that your breakers are correctly labeled. This can be done by turning on lights and appliances and then switching off the breakers or disconnecting fuses one at a time to see what loses power. Make sure that the corresponding appliance or light turns off with the correct breaker and fuse. Keeping spare fuses on hand will allow you to easily replace any that blow.

GROUND FAULT CIRCUIT INTERRUPTERS (GFCI)

The switches in your kitchen, bathrooms, laundry, outside, and garages should be Ground Fault Circuit Interrupter (GFCI) outlets, which are used in areas near water or where individuals can come in contact with water because they automatically cut the power to that location when it senses fluctuations in power caused by various effects, including if an electrical appliance plugged into it is dropped into water. You can tell which ones are GFCI because they will have a test and reset button in the middle. **Heavy appliances such as freezers or power tools will trip a GFCI breaker and should not be plugged into such outlets — use a dedicated outlet for these.**



GFCI outlets should be tested monthly by plugging an appliance or light into the outlet and pushing the test button. If the appliance no longer has power, the GFCI outlet is working. To restore power, push the reset button.

If a GFCI trips, it may cause other outlets on the same electrical line to no longer have power as well. If you lose power at a non-GFCI outlet, check to see if any GFCI outlet has tripped, reset it if needed, then check the other outlet for power. Outdoor outlets are typically on the same electrical line as GFCI's in the basement or garage. If you do not have power at an outdoor outlet, check GFCI's in these areas, reset them if needed, then check your outdoor outlets for power.

GARBAGE DISPOSAL

If you do not have power to the garbage disposal, check the reset button on or near the bottom of the disposal. Like breakers and GFCI outlets, this can trip if the garbage disposal becomes jammed or overworked. See also Appliances.

GROUNDING SYSTEM

Your electrical system is a three-wire grounded system. Never remove the bare wire that connects to the box or device.

MODIFICATIONS

If you wish to make any modifications, we recommend contacting the electrician listed on the Emergency Phone Numbers list in this handbook. Doing modifications yourself or having another electrician modify your electrical system will void any existing warranty.

OUTLETS

If an outlet is not working, check first to see if it is controlled by a wall switch or GFCI. Next, check the breaker.

If there are small children in the home, install safety plugs to cover unused outlets. This also minimizes the air infiltration that sometimes occurs with these outlets. Teach children to never touch electrical outlets, sockets, or fixtures.

If you notice scorch marks or loose-fitting outlets, make sure to have a professional fix them. If you attempt to fix things yourself, it may void any warranty. However, if you must work with your home's electrical system, always turn off the power to your home first.

UNDERGROUND CABLES

Before digging, check the location of buried service leads by calling the local utility locating service. In most cases, wires run in a straight line from the service panel to the nearest public utility pad. Maintain positive drainage around the foundation to protect electrical service connections.

TROUBLESHOOTING TIPS

See Electrical in Part 2 — Limited Warranty. Note: The basic troubleshooting tips provided are informational only and not a replacement for professional service. If these tips do not work or you are unsure about what to do, it is best to hire a professional.

EXPANSION AND CONTRACTION

Changes in temperature and humidity cause all building materials to expand and contract.

Dissimilar materials expand or contract at different rates. This movement results in separation between materials, particularly dissimilar ones. You will see the effects in small cracks in drywall and in paint, especially where moldings meet drywall, at mitered corners, and where tile grout meets a tub or sink. While this can alarm an uninformed homeowner, it is normal.

Shrinking of the wood members in your home is inevitable and occurs in every new home. Although this is most noticeable during the first year, it may continue beyond that time. In most cases, caulk and paint are all that you need to conceal this minor evidence of a natural phenomenon. Even properly installed, caulking shrinks and cracks. Maintenance of caulking is your responsibility.

Plumbing drain pipes expand and contract as hot water flows through them. This can cause a ticking sound inside the wall or drainage path. This is normal and requires no repair .

EXTERIOR: SIDING

Siding expands and contracts in response to changes in humidity and temperature. Slight waves are visible in siding under moist weather conditions, while shrinking and separations will be more noticeable under dry conditions. These behaviors cannot be entirely eliminated.

ATTACHING ITEMS TO SIDING

Use caution when you attach items to your siding (for example, adding security cameras, cables for satellite dishes, etc.). Any time you add holes to the siding, you create areas where water has the potential of entering and getting behind siding, which can cause damage to the siding and materials behind it. Use the proper tools for the task, including drill bits made specifically for drilling holes into siding material. Caulk around any attachment points and regularly inspect them for shrinking or deteriorating caulk or other issues that need repair or maintenance.

CAULKING

Maintain caulking to minimize moisture entry into the siding, which can cause damage to the siding and the materials below it. Areas to watch for shrinking or deteriorating caulking include where siding boards meet trim and other materials and around light fixtures, outlets, windows, and doors.

DRIP EDGES

There are times when siding boards will not be big enough to cover one area continuously and

seams will be present. To protect the home from water getting in that seam, a drip edge will be installed. Seams and drip edges are normal and not considered a defect.

CEMENT BASED PRODUCTS

Cement based siding, which is the siding most commonly used by Liberty Homes, will require repainting and caulking just as wood products do.

VINYL

Vinyl siding will occasionally require cleaning. Start at the top to avoid streaking and use a cleaning product recommended by your siding manufacturer. Follow directions carefully.

WOOD AND WOOD PRODUCTS

Wood or wood-product siding will require routine refinishing. The timing will vary with climatic conditions, but plan on doing so every 1-3 years. Note that some paint colors will require more maintenance than others and some sides of the home may show signs of wear sooner based on their exposure to the elements.

Some wood siding, such as cedar, is subject to more cracking and will require more maintenance attention.

EXTERIOR: STONE

Exterior walls covered with stone should be regularly checked for problems such as crumbling, missing stones, and mortar that has turned sandy and crumbles. Missing stones and mortar that has deteriorated are best fixed by a professional.

The primary reason stones may fall off a home is due to moisture that infiltrates behind a stone and then freezes. As moisture freezes, it expands, which overpowers the mortar and causes the stone to separate from the home. Though all stone can experience this, it is more common in dry stack styles. Because there is no grout on the outside to hold it in place, dry stack stone is more susceptible to moisture infiltration and the loss of stones due to the expansion that occurs when water freezes. Due to the climate variations in Utah, the popping of dry stack stone is a common occurrence and does not mean that it was installed improperly. If you have dry stack stone, regular inspections are a very important part of homeowner maintenance.

CLEANING

When cleaning stone, do not use high pressure sprayers or acidic cleaning materials, which can damage the stone and/or mortar. If you feel more than just water is needed to clean your stone, using a sponge to apply a mild detergent solution of water and dish soap works best. Be sure to completely rinse it off with your hose when done cleaning. You can also use soft bristle brushes, but you should avoid wire brushes.

EXTERIOR: STUCCO

Stucco cracks are normal with some exceptions. Stucco is a brittle cement product placed over a home that expands and contracts with temperature changes. When the wood members of your home move because of this expansion, the rigid stucco base does not move, resulting in cracking. This is normal and does not reduce the function of the stucco in any way. Waterproof membranes are placed behind the stucco base coat to help prevent water intrusion when the stucco cracks. However, you should repair cracks as soon as possible to prevent them from expanding and the possibility of water intrusion into your home.

ATTACHING ITEMS TO STUCCO

Use caution when you attach items to your stucco (for example, adding security cameras, cables for satellite dishes, etc.). Any time you add holes to stucco, you create areas where water has the potential of water intrusion into your home and damage from that. Use the proper tools for the task, including drill bits made specifically for drilling holes into stucco. Caulk around any attachment points and regularly inspect them for shrinking or deteriorating caulk or other issues that need repair or maintenance.

CLEANING

Over time, stucco can accumulate dirt, grime, mold, or algae you may want to remove. The best method to clean your stucco is to rinse the surface (make sure any cracks have been filled first), wash it with soap and water, then rinse thoroughly. Do not scrub too hard and, if using a power washer, make sure the pressure level is low and you are at least 24 inches away from the stucco surface. Using too much pressure while scrubbing or rinsing can cause damage to the stucco, including discoloring it or affecting the integrity of the stucco.

CRACKS

Stucco should be checked annually for cracks. Like concrete, stucco can be expected to crack.

Even though there are waterproof membranes behind the stucco, cracks left unchecked can let water in and can cause damage to the structure of your home. All cracks should be repaired immediately to prevent them from getting larger. Stucco-specific caulking can usually repair a small crack. Larger ones, however, may require patching, which is best done by a professional.

For information on repairing stucco cracks, visit the LibertyHomes.com blog: <https://www.libertyhomes.com/blog/repairing-stucco-cracks/>

DRAINAGE

To ensure proper drainage, keep dirt and concrete flatwork a minimum of six inches below the stucco screed (mesh underneath final coat of stucco). Do not pour concrete or masonry over the stucco screed or right up to the foundation.

EFFLORESCENCE

The white, powdery substance that sometimes accumulates on stone and concrete products surfaces is called efflorescence. This is a natural phenomenon and cannot be prevented. Consult your home center or hardware store for commercial products to remove efflorescence.

SPRINKLERS

Because stucco is not a waterproof barrier, avoid spraying water from irrigation or watering systems on stucco surfaces to avoid possible leaks. Check the spray from irrigation systems frequently to make certain that water is not spraying or accumulating on stucco surfaces.

FENCING

Depending on the community in which your home is located, fencing may be included with your home, it may be an optional item, or it may be an item you consider adding after you move in. All types of fencing require some routine attention.

If you will be installing a fence yourself, Liberty Homes recommends using a professional to install fencing.

DRAINAGE

In planning, installing, and maintaining fencing, be sure to allow existing drainage patterns to function unimpeded. When installing a fence, do not block drainage swells with soil removed to set posts. Plan enough space under the bottom of a fence for water to pass through.

COMMUNITY AND HOMEOWNER ASSOCIATION REQUIREMENTS

In some communities, zoning laws may impact private fencing. Liberty Homes-installed fences have been installed to meet any zoning laws and restrictions. If you are modifying the Liberty Homes-installed fence or installing a new fence, your responsibilities include checking on such details. Information may also be found in the CC&Rs for your subdivision.

If you live in a Homeowners Association (HOA), you may need to obtain approval from the HOA. Specific requirements about style, height, and position on the lot are described in the current design review guidelines, which you can obtain from a committee member.

VINYL FENCING

Vinyl fencing is an excellent and durable product if treated and maintained properly. Do not paint or use harsh chemicals to clean the fence, use only a mild soap and water.

WEATHER DAMAGE

Fencing can be damaged by severe weather conditions, so inspect it carefully after any strong storms. Your homeowner's insurance policy likely includes coverage for any weather damage.

FIREPLACES

Liberty Homes offers gas fireplaces. If you added a fireplace, it was demonstrated during the orientation. Read and follow all manufacturers' directions. A slight delay between turning the switch on and the flame ignition is normal. The flames should ignite gently and silently. If you notice a deviation from this and/or any gas smell, shut off the switch immediately and report it to the gas company.

Fireplaces are not intended to be the sole heat source in the home. The fireplace should function properly when Liberty Homes and the manufacturer's directions are followed.

CLEANING

When cleaning your fireplace, be sure you use proper fireplace cleaners and not standard household cleaning products, including but not limited to Windex and similar glass cleaners. Standard household cleaning products can damage the fireplace. Fireplace cleaners can be found at most major retailers.

CONDENSATION

It is normal for there to be some condensation on the glass when you first turn on the fireplace due to temperature differences between the glass and flame – the condensation will go away when the glass gets more heat in it.

EXCESSIVE WINDS

Excessive winds can cause a downdraft, which can blow out the pilot light, requiring you to relight it before using the fireplace.

ODOR

During the first few uses of the fireplace, you may notice an odor being emitted. This is normal and results from any factory coatings being burned off.

PILOT LIGHT

If the fireplace does not ignite when you turn on the switch, check to make sure the pilot light is lit. The manufacturer's literature can give you info on the pilot light's location and how to light it.

YEARLY MAINTENANCE AND SAFETY INSPECTION

You should have an annual maintenance and safety inspection of your fireplace to minimize fire hazards:

- The glass, firebox, heat exchanger, and air intake areas should be cleaned.
- It should also be checked for carbon-monoxide leaks. All connections and settings should be checked.
- Always follow your manufacturer's recommendations.
- Consult the manufacturer's manual for instructions on cleaning your glass fireplace doors. It is normal for them to get dirty.

FLOORING: CARPET

Your selection sheets provide a record of the brand, style, and color of carpet in your home. Please retain this information for future reference. The color and texture of the carpet installed may differ from the original sample due to differences in dye lot.

Refer to the various manufacturers' recommendations for additional information on the care of your floor coverings.

CLEANING: VACUUMING

You can add years to the life of your flooring with regular care. Carpet wears out because of foot traffic and dirt particles that get trampled deep into the pile beyond the suction of the vacuum. The dirt particles wear down the fibers like sandpaper and dull the carpet.

The most important thing you can do to protect your carpet is to vacuum it frequently. You should vacuum at least one or two times per week and even more in high traffic areas. We recommend that your vacuum cleaner be equipped with a brush or beater bar, which agitates the pile and is more effective in bringing dirt to the surface for easy removal. The exception to this is shag styled products with longer yarns, which can wrap around a rotating brush. For these styles, suction-only vacuums are recommended. For your vacuum to conform to the highest industry standards, make sure it is certified through the Carpet and Rug Institute (CRI) Seal of Approval/Green Label Vacuum Cleaner Program.

CLEANING: PROFESSIONAL CLEANING

Have your carpet professionally cleaned regularly. A good timeline is usually after 18 months in your home and then once a year after that, but you may need to clean more frequently in high-traffic areas. Carpet manufacturers recommend only hot water extraction, utilizing carpet cleaning products, equipment, and systems certified through the CRI Seal of Approval Program. Non-approved cleaning products and topical treatments applied by you or by a professional carpet cleaner may result in damage to your carpet that will void any existing warranty.

CLEANING: SPILLS AND STAINS

Wipe spills and clean stains immediately. For the best result, blot or dab any spill or stain with a clean white cloth or clean white paper towel. Avoid rubbing spills and stains. Blot the spill from the outer edge inward so the spill does not spread. Use a stain and soil remover that is approved by the CRI Seal of Approval certification, which will help you avoid cleaners with chemicals that may permanently damage your carpet. Apply a cleaning solution sparingly, then blot the cleaning solution with a clean white cloth or clean white paper towel. Rinse the cleaning solution with water and a sponge until the spot does not feel sticky. Make sure to dry the area thoroughly. Placing several layers of white towels over the spot and weighing them down with a heavy object that will not

QUICK TIP

Before using a stain remover or cleaning solution, test on an inconspicuous area of the carpet, such as in a closet, to check for any undesirable effects.

transfer color, such as a plastic jug of water, is an effective way to remove moisture. Always follow the directions on any cleaning solution you use.

CRUSHING

Furniture and traffic may crush a carpet's pile fibers. Frequent vacuuming in high-traffic areas and glides or cups under heavy pieces of furniture can help prevent this. Change direction of vacuuming often.

DENTS

Dents from furniture or other heavy objects will occur. Shift location of furniture from time to time. Brush dented area or use a grooming tool to loosen and stand up the mashed tufts. Using a steam iron, steam the dented area lightly and brush up the tufts with your fingertips. Do not let the iron touch the carpet.

FADING

All carpets will slowly lose some color due to natural and artificial forces in the environment. You can delay this process by frequently removing soil with vacuuming, regularly changing air filters in heating and air conditioning systems, keeping humidity and room temperature from getting too high, and reducing sunlight exposure with window coverings.

PILLING

Pilling or small balls of fiber can appear on your carpet, depending on the type of carpet fiber and the type of traffic. If this occurs, use scissors to clip off the pills. If they cover a large area, seek professional advice.

PREVENTING DIRT

Try to keep dirt/soil off of carpets as much as possible. To do this, use mats at entrances and other areas to keep outside dirt and moisture from being tracked onto the carpet. Clean these mats frequently. Also, keep your sidewalks and entrances free of excessive dirt.

SEAMS

Carpet usually comes in 12-foot widths, making seams necessary in most rooms. Visible seams are not a defect unless they have been improperly made or the material has a defect, making the seam appear more pronounced than normal. The more dense and uniform the carpet texture, the more visible the seams will be.

Carpet styles with low, tight naps result in the most visible seams. Seams are never more visible than when the carpet is first installed. Usually with time, use, and vacuuming the seams become less visible.

SHADING

Shading is an inherent quality of fine-cut pile carpets. Household traffic causes pile fibers to assume different angles, and as a result, the carpet appears darker or lighter in these areas. A good vacuuming, which makes the pile all go in the same direction, provides a temporary remedy.

SHEDDING

New carpeting, especially pile, sheds bits of fiber for a short period of time. Eventually these loose fibers are removed by vacuuming. Shedding usually occurs more with wool carpeting than with nylon or other synthetics.

STAINS

No carpet is stain-proof. Although your carpet manufacturer may designate your carpet as stain-resistant, some substances may still cause permanent staining. These include hair dyes, shoe polish, paints, and India ink. Some substances destroy or change the color of carpets, including bleach, acne medication and other creams and lotions with benzoyl peroxide, drain cleaner, plant food, insecticide, and food or beverages with strongly colored natural dyes.

Refer to the manufacturer's warranty and follow their recommendations for maintenance and spot removal. Failure to follow the manufacturer's guidelines may void any existing warranty.

See Cleaning: Spills and Stains for more information on cleaning stains and spills.

STATIC

Cooler temperatures outside often contribute to static electricity inside. To avoid the problem, look for anti-static carpets. You can also install a humidifier to help control static build-up.

TACK STRIPS

Carpet is installed using a tack strip along the perimeter. This is the industry standard and is necessary to keep the carpet in place. If you would like to bend these edges down for children or pets in traffic areas, you may lightly tap them down. Keep in mind, ***this may void your warranty*** if it needs to be pulled up to re-stretch, etc., as it may cause the carpet to tear in those areas.

TUFTS

If an occasional tuft lifts above the surface, simply snip it with scissors; do not pull the tuft out.

FLOORING: SHEET VINYL

Although vinyl floors are designed for minimum care, they do have maintenance needs. Follow any manufacturer's specific recommendations for care and cleaning.

COLOR AND PATTERN

Your color selection sheets provide a record of the brand, style, and color of floor coverings in your home. Please retain this information for future reference.

CLEANING

Sweep your floor regularly (at least once a week) to remove loose dirt.

EXPOSURE TO LIGHT AND HEAT

Heat and sunlight can cause vinyl flooring to fade or discolor. Make sure windows where extreme sunlight hits the floor have coverings, and close curtains or blinds during times when extreme sunlight hits the floor.

FURNITURE LEGS

Install proper floor protectors on furniture placed on vinyl floors. Protectors will allow chairs to move easily over the floor without scuffing. Regularly clean the protectors to remove any grit that may have accumulated.

LIMIT WATER

Wipe up spills immediately and use a vacuum to pick up crumbs instead of washing vinyl floors frequently with water. Limit mopping or washing with water, as excessive amounts of water on vinyl floors can penetrate seams and get under edges, causing the material to lift and curl.

MATS

Use a doormat outside each entrance to your home to prevent dirt, sand, grit, and other substances such as oil, asphalt, and driveway sealer from being tracked onto your floor. Use non-staining mats, and do not put latex-backed or coco-fiber mats on your floor, which can stain or damage the surface.

MOVING APPLIANCES AND FURNITURE

Moving appliances and furniture across vinyl floor covering can result in tears and wrinkles. Install coasters on furniture legs to prevent permanent damage and/or use strips of wood or hardboard runways under furniture while moving it. If you damage the resilient floor, you can

have it successfully patched by professionals. If any scraps remain when installation of your floor covering is complete, we leave them in the hope that having the matching dye lot will make such repairs less apparent.

NO-WAX FLOORING

The vinyl flooring installed in your home is the no-wax type. No-wax means a clear, tough coating that provides both a shiny appearance and a durable surface. However, even this surface can scuff or mark. Follow the manufacturer's recommendations for maintaining the finish.

RAISED NAIL HEADS

Raised nail heads are the result of movements of the floor joist caused by natural shrinkage and deflection. We have used special nails and glued the underlayment to help minimize this movement. If a nail head becomes visible through resilient flooring, place a block of wood over it and hit the block with a hammer to reset the nail. If

SCRUBBING AND BUFFING

Frequent scrubbing or electric buffing is harder on floors than regular foot traffic. Use acrylic finishes if you scrub or buff.

SLIPPERY WHEN WET

Vinyl floors can be slippery when wet. Use caution when walking on a wet floor.

SEAMS

Because most vinyl is manufactured in six-foot widths, seams may be visible in areas larger than six feet. Any brand or type of vinyl flooring may separate slightly due to shrinkage. Seams can lift or curl if excessive moisture is allowed to penetrate them. You can use a special caulking at tub or floor joints to seal seams at those locations. Avoid getting large amounts of water on the floor from baths and showers.

FLOORING: VINYL PLANK (EVP/LVP)

Engineered Vinyl Plank and Luxury Vinyl Plank flooring are a great alternative to hardwood flooring. Unlike wood, it can be installed in areas where water is present, and it can give you the look of wood without the high maintenance that comes with hardwood flooring. That does not mean it is maintenance-free, however. You will need to regularly clean it to maintain its look.

AREA RUGS

To prevent slippage of area rugs, use an approved vinyl rug underlayment.

COLOR AND PATTERN

Your color selection sheets provide a record of the brand, style, and color of floor coverings in your home. Please retain this information for future reference. Due to dye lot and manufacturing variations, colors and patterns in your flooring materials may vary.

CLEANING

Sweep your floor regularly (at least once a week) to remove loose dirt. When cleaning, do not use water, which can damage the floor and void any existing warranty (see Limit Water below for additional information). Do not use oil soaps, liquid or paste wax products, or other household cleaners that contain citrus oils, lemon oil, tung oil, silicon, or ammonia. The use of these and other such products will harm the long-term performance of your floor. See manufacturers literature for cleaning recommendations. The LibertyHomes.com blog also has cleaning tips: <https://www.libertyhomes.com/blog/the-dos-and-donts-of-cleaning-laminate-floors/>

DIMPLES

Placing heavy furniture or dropping heavy or sharp objects on EVP/LVP floors can result in dimples, which are not covered by any warranty.

EXPOSURE TO LIGHT AND HEAT

Heat and sunlight can cause EVP/LVP flooring to fade, discolor, swell, warp, delaminate, separate, or peak at the edges. Damage caused by heat and sunlight is not covered by any warranty. You can prevent such damage with easy steps. Install curtains and blinds on windows in rooms with EVP/LVP flooring, and close curtains or blinds during times when extreme sunlight hits the floor to prevent damage to your flooring. Do not put anything extremely hot or capable of becoming very hot on your flooring. You may also want to consider rearranging furniture and rugs occasionally to help prevent fading and discoloration in exposed areas.

FILMY APPEARANCE

A white, filmy appearance can result from moisture. This is often from wet shoes or boots.

FLOATING INSTALLATION

EVP/LVP floors may be installed using a “floating” installation method and not glued directly to the subfloor. Because they are not tacked down, the floor may flex/move a little and may have a

slightly amplified sound from foot traffic, especially from hard sole shoes. This is normal.

FURNITURE LEGS

Install proper floor protectors on furniture placed on EVP/LVP floors. Protectors will allow chairs to move easily over the floor without scuffing. Regularly clean the protectors to remove any grit that may have accumulated.

LIMIT WATER

Never wet-mop, damp mop, steam-clean or direct spray moister (i.e. wet spray Swiffer) on EVP/LVP flooring. Excessive water causes swelling, warping, delamination, and joint separation, which voids any warranty. Remove spills promptly using a clean, soft cloth. Protect your floor from water around pet dishes, dishwasher, and refrigerator.

MATS

Use a doormat outside each entrance to your home to prevent dirt, sand, grit, and other substances such as oil, asphalt, and driveway sealer from being tracked onto your floor. Use non-staining mats, and do not put latex-backed or coco-fiber mats on your floor, as they may stain or damage the surface. Mats are also suggested at heavy pivot locations, such as in front of your kitchen sink or stove.

MOVEMENT

Floors expand and contract with changes in climate and humidity. This can cause minor checking/cracking in the surface and gapping between planks. These are not manufacturing defects and are considered normal.

MOVING FURNITURE

Moving furniture and appliances across EVP/LVP floor covering can result in dimples, dents, and other damage. If you need to move heavy furniture or appliances across the floor, always use strips of wood or hardboard runways. Even if you have an appliance dolly, or even if the heavy objects are equipped with wheels or rollers, always use a runway.

If you do damage the floor, you can have it successfully patched by professionals. If any scraps remain when installation of your floor covering is complete, we leave them in the hope that having the matching dye lot will make such repairs less apparent.

SHOES

Keep high heels in good repair. Heels that have lost their protective cap (thus exposing the

fastening nail) will exert over 8,000 pounds of pressure per square inch on the floor. That's enough to damage hardened concrete, so it will most definitely mark your floor.

TRAFFIC PATHS

A dulling of the finish in heavy traffic areas is likely.

WARPING

Warping will occur if the floor repeatedly becomes wet or is thoroughly soaked even once. Slight warping in the area of heat vents or heat-producing appliances is also typical.

FOUNDATION

We install the foundation of your home according to the recommendations of our consulting engineer. The walls of the foundation are poured concrete with steel reinforcing rods. To protect your home's foundation, follow the guidelines for installation and maintenance of landscaping and drainage in this manual.

CRACKS

Foundations are subjected to a wide variety of stresses and strains, so it is not unusual for small cracks to develop in the wall. Surface cracks are not detrimental to the structural integrity of your home, but you should periodically assess for cracks and seal them with an appropriate waterproof caulk or cement. If a crack develops in a foundation wall that allows water to come through, repair it immediately or consult with a professional.

DAMPNESS

Due to the amount of water in concrete, basements may be damp, especially when unfinished. Condensation can form on water lines and drip onto the floor. This is normal, as is water leakage into a porch storage room from the porch cap.

FOUNDATION PLASTER

Foundation plastering is a cosmetic application that is subject to weather and irrigation damage.

FUTURE CONSTRUCTION IN BASEMENT

If you decide to perform additional construction in the basement, obtain guidelines from a licensed engineer, obtain a building permit, and comply with all codes and safety requirements.

Liberty Homes does not warrant that you will be able to obtain such a permit because of the possibility that building codes may change.

GARAGE DOORS/OPENERS

Since the garage door is a large, moving object, periodic maintenance is necessary. If your door has a problem, refer to the owner's manual or contact the manufacturer for guidance. Any repairs to a garage door, especially repairs to the coils and motor, should be done by a professional to prevent serious injuries.

ALIGNMENT

Regularly check to make sure the door is in alignment. If out of alignment, tighten the bolts on the wheels that run on the overhead track.

ELECTRIC EYES

Electric eyes are a safety stop in the event someone crosses through the opening while the overhead door is in motion. Many issues with garage doors not opening and closing properly are caused by dirty or misaligned electric eyes or objects blocking them. Regularly clean the electric eyes by wiping them with a dry, clean microfiber cloth and check the alignment. Use care not to place tools or other stored items where they will interfere with the function of the electric eye. During winter, snow can also blow in front of the electric eyes and block them.



LIGHT VISIBLE

Overhead garage doors cannot be airtight. Some light will be visible around the edges and across the top and bottom of the door. Weather conditions may result in some precipitation entering around the door, as well as some dust. This is especially prevalent until most homes in the community have landscaping installed.

LUBRICATION

Every three months, apply a garage door lubricant to all moving parts, such as track, rollers, hinges, pulleys, and springs. At the same time, check to see that all hardware is tight and operating as intended without binding or scraping.

MOISTURE

Moisture can cause problems with your door, including rusting, warping, and rotting. Some condensation on the inside during heavy rains is expected. However, if there are major leaks, or leaks during light rains, contact your door's manufacturer.

OPENER/REMOTES

To prevent damage to a garage door opener, be sure the door is completely unlocked and the rope-pull has been removed before using the operator. If you have an opener installed after closing on your home, we suggest that you order it from the company that provided and installed the garage door to assure uninterrupted warranty coverage.

Expect to replace the battery in the garage opener remote controls and keypad once a year.

To program a remote or reset your garage door opener, see your manufacturer's literature. When programming a remote or resetting a garage door opener, be aware of your surroundings and watch for nearby garages opening and closing. If your system is in learning mode and someone uses their remote nearby, it can connect with your opener and cause it to be programmed to that remote. If that happens, you will need to start the reprogramming/resetting process again to get the system programmed properly.

PAINTING

Repaint the garage door when you repaint your home, or more often if needed to maintain a satisfactory appearance.

POWER OUTAGES

Your garage door has an emergency release cord that allows you to open the door in the event of a power outage. This is the red cord that hangs from the trolley that moves the door along the chain, opening and closing the door. If the power is out and the garage door is closed, unplug the opener, then disconnect the emergency release cord by pulling the cord down and either towards the garage door or the opener, depending on your opener (see owner's manual). You should then be able to open the door by pulling it up (if it won't move easily, there may be other issues such as a broken spring — don't try to force it open). You will need to close the door to reconnect the emergency cord, but use caution when doing so ensure it does not slam down and cause damage to the door or injure you



or others nearby. Once power is restored, you will need to reconnect the emergency release cord by pulling it down and in the opposite direction you pulled to disconnect it and plug the opener back in.

IMPORTANT: If the garage door is open, do not try and disconnect the emergency release cord. This can cause the door to slam down and damage the door or injure those nearby. It is best to wait for power to be restored.

SAFETY

Follow the manufacturer's instructions for safe and reliable operation. Do not allow anyone except the operator near the door when it is in motion. Keep hands and fingers away from all parts of the door. Do not allow children to play with or around the door.

For your safety, after the expiration of the one-year warranty, have adjustments made by a qualified specialist. The door springs are under a considerable amount of tension and require special tools and knowledge for accurate and safe servicing. Have the door inspected by a professional garage door technician after any significant impact to the door.

SEAL

The seal on the bottom of your door should also be looked at periodically to make sure it is in good condition.

TROUBLESHOOTING TIPS

See Garage Doors/Openers in Part 2 — Limited Warranty. Note: The basic troubleshooting tips provided are informational only and not a replacement for professional service. If these tips do not work or you are unsure about what to do, it is best to hire a professional.

GAS SHUTOFFS

You will find shutoffs on gas lines near their connection to each item that operates with gas. In addition, there is a main shutoff at the meter. We point these out during the orientation. Shutting gas off at the meter should only be done in emergency situations, and you should have the gas company turn it back on.



GAS LEAK

If you suspect a gas leak, leave the home and call the gas company immediately for emergency service.

GRADING AND DRAINAGE

The final grade around your home has been inspected and approved for proper drainage of your lot by the local building officials as well as Liberty Homes. Maintaining the grading of the land around your home is very important for keeping your house structurally sound.

DRAINAGE

The grade should slope away from your house at least 1/4-inch for every foot. This allows water to drain away from your home and prevents water from pooling near your foundation where it can cause damage. Your home already has this grading, but if you choose to re-landscape or hire someone to do so, make sure that the grading does not change. Creating a slope towards your house or a flat slope can redirect rainwater into your foundation. Also use care when landscaping, adding fences, or other additions to your home to prevent causing water problems on adjacent properties. If your modifications cause damage to a neighboring home, you may be responsible for repairing those damages. See also Fences and Landscaping sections.

EROSION

If you leave bare soil without landscaping or ground cover, it erodes and changes the grade. You should correct grading impacted by erosion as soon as possible.

EXTERIOR FINISH MATERIALS

Maintain soil levels six inches below siding, stucco, brick, or other exterior finish materials. Contact with the soil can deteriorate exterior finish material and encourages pest infestations.

NEW SOD

New sod installation and the extra watering that accompanies it can cause temporary drainage problems, as can unusually severe weather conditions.

ROOF WATER

Liberty Homes installed downspout extensions on your gutter system to prevent water from pooling at your foundation. Keep these maintained and in place at all times so the water drains

away from your home quickly. Where the extension terminates at finished landscape locations, such as in lawn areas, keep the grass trimmed away from the pop-up emitter to allow the unit to drain and function as intended.

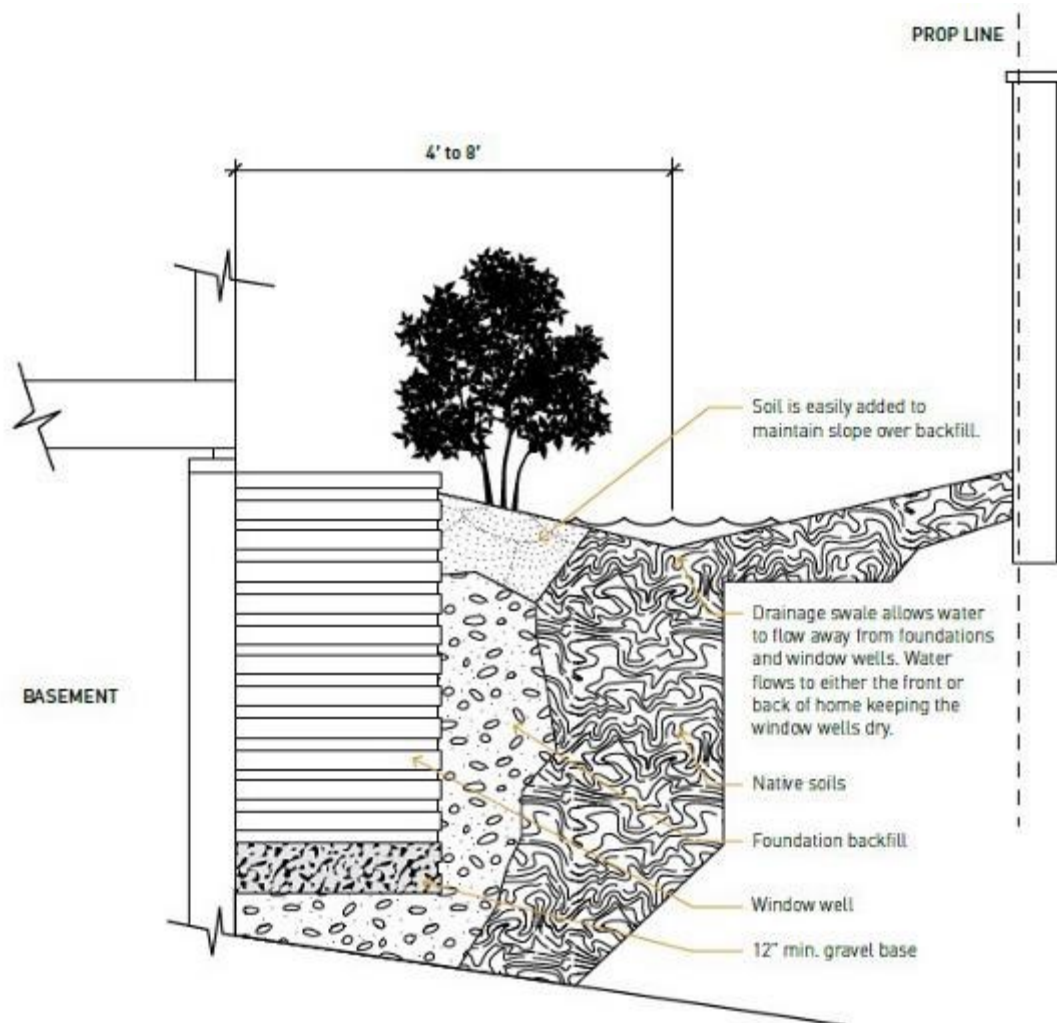
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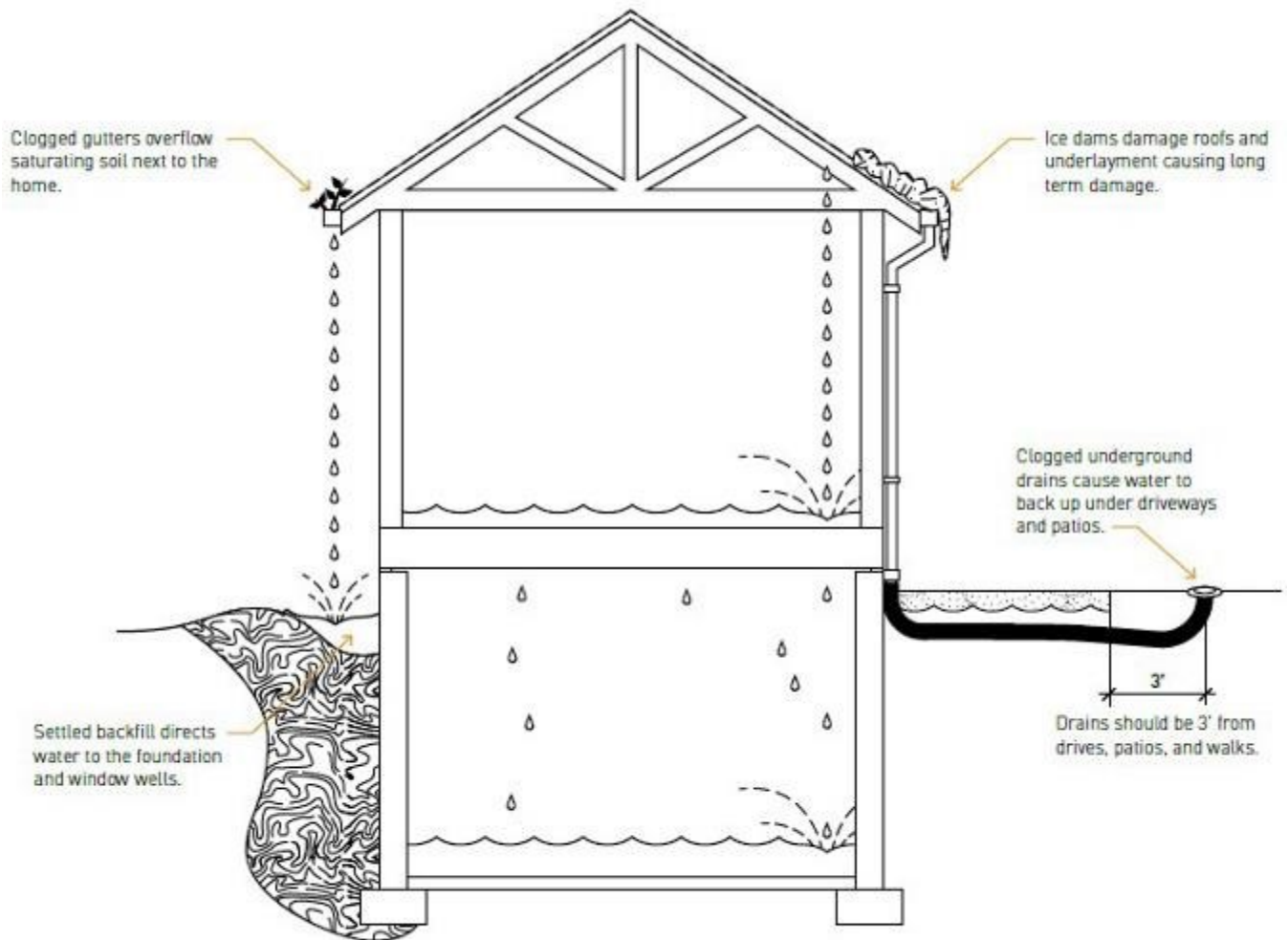
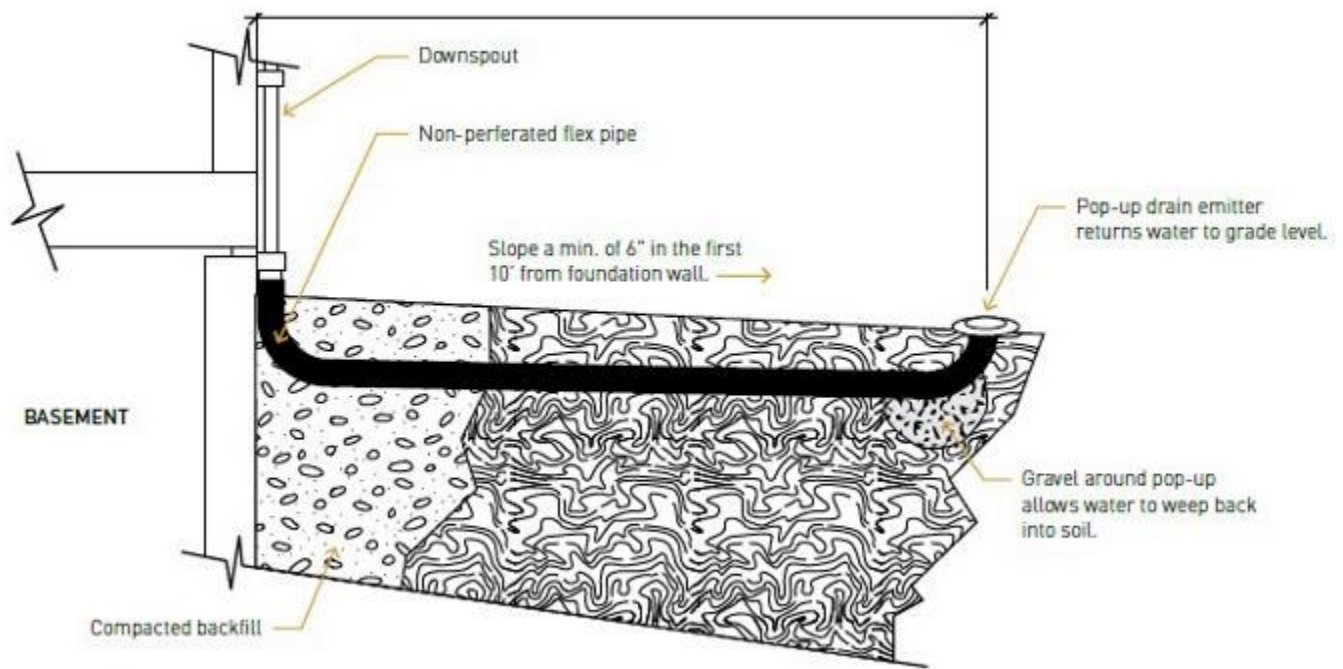
The area we excavated for your home's foundation was larger than the home to allow space to work. In addition, some trenching is necessary for installation of utility lines. Although we replaced and compacted the soil, it does not return to its original density.

Some settling will occur, especially after prolonged or heavy rainfall or melting of large amounts of snow. Settling can continue for several years. Inspect the perimeter of your home regularly for signs of settling and fill settled areas as needed to maintain positive drainage.

SWALES

After heavy rain or snow, water may stand in swales up to 48 hours.





**DON'T LET DRAINAGE PROBLEMS
WREAK HAVOC ON YOUR HOME**

GUTTERS AND DOWNSPOUTS

Gutters are very important because they help you control water drainage and move it away from your home. Maintenance of your gutters involves regular cleanings, especially after severe winds. Gutters clogged with leaves and mud can overflow and direct water towards your home, rot and rust.

CLEANING

The simplest way to clean gutters is with a garden hose. Starting at the highest point, use the hose to push the debris towards the drain spouts. A stick or the handle of a yard tool can be used to push clogs through the drain. If there is excess debris or it has been a while since you cleaned gutters and it is matted in, you may need to use your hands to help remove the debris. Make sure water flows freely through the gutter and downspout to signal you have cleaned them out completely. For tips on how to clean your gutters, including different ways to do so from, visit the LibertyHomes.com blog: <https://www.libertyhomes.com/blog/how-to-clean-your-gutters/>

EXTENSIONS

Liberty Homes installed downspout extensions on your gutter system to prevent water from pooling at your foundation. Keep these maintained and in place at all times so water drains away from your home quickly. Extensions should discharge outside of rock or bark beds so that water is not dammed behind edging materials that might be used. Where the extension terminates at finished landscape locations, such as in lawn areas, keep the grass trimmed away from the pop-up emitter to allow the unit to drain and function as intended.

LEAKS

If a joint between sections of gutter drips, caulk the inside joint using a commercial gutter caulking available at hardware stores. A great time to check for leaks is when you are running water through the gutters to clean them.

RUST AND HOLES

Gutters should be checked for rust and holes monthly.

SNOW AND ICE

Clear excess snow and ice from gutter systems as soon as possible to allow gutter to drain and prevent damage.

HEATING

Keeping your furnace in good shape will ensure a warm home for years to come. Carefully read and follow the manufacturer's instructions on use and maintenance. The guidelines here include general information only.

HOW TO USE YOUR SYSTEM MOST EFFICIENTLY/EFFECTIVELY

Time is very important in your expectations of a heating system. Unlike a light bulb, which reacts instantly when you turn on a switch, the heating unit only begins a process when you set the thermostat. Keeping your heating unit running all day will allow the system to moderate temperatures more effectively. If your system is turned off when you leave for the day, it will take longer for it to reach the correct temperature when it is turned back on. For example, if your house reaches 60 degrees during the day, the heating system will take longer to heat up your home when you turn it on that night. Please note that turning the thermostat higher than the temperature you desire will not cause the heating system to heat faster; in fact, it can cause damage if turned too high. Instead of turning the heating system on and off, use a programmable or smart thermostat to adjust temperatures. This will allow you to set it at a cooler temperature during times you are away to save energy but also not have your home get too cold for the system to be effective later. Your home came equipped with a programmable or smart thermostat. Refer to the manufacturer's instructions for details on setting up programs.

QUICK TIP

For more comfortable living, turn the fan switch at the thermostat to the “on” position. The blower motor will run continuously, cycling air through your home and extending the life of the unit. Heating will start up when the thermostat calls for a temperature increase .

FILTER

Most HVAC issues are caused by a dirty filter. Filters catch dirt particles before they enter the system, and over time, those particles will clog the filter and reduce the air flow, causing issues in the system. A clean filter will be white like the one shown on the left, not gray or black like the one on the right. While manufacturers recommend changing filters every three months, you may need to change them more often during times of heavy use (winter, summer), during the first year of



ownership, and when construction and landscaping is happening around you. **We recommend checking filters once a month and changing as needed.** If your system not blowing hot air or short cycling, change your filter first to see if that resolves the issue.

FILTER MERV RATINGS

MERV (Minimum Efficiency Reporting Value) Ratings signify an air filter's effectiveness at decreasing airborne particles and pollutants, but you have to be careful about which filters you use in the system. While a higher-rated MERV filter may produce better air quality in your home, it is a thicker filter that can restrict airflow to your HVAC system and create issues within it. Because of this, **our HVAC contractors suggest using a filter with a MERV Rating of 6 - 8.**

ADJUST VENTS

Experiment with the adjustable registers in your home to establish the best heat flow for your lifestyle. Generally, you can reduce the heat in seldom used or interior rooms. This is an individual matter, and you will need to balance the system for your own family's needs.

AVOID OVERHEATING

Do not overheat your new home. Overheating can cause excessive shrinking of framing lumber and could materially damage the home. In the beginning, use as little heat as possible and increase it gradually.

BLOWER PANEL (FAN COVER)

You need to position the blower panel cover correctly for the furnace blower to operate. This panel compresses a button that tells the blower it is safe to operate. Similar to a clothes dryer door, this panel pushes in a button that lets the fan motor know it is safe to come on. If that button is not pushed in, the furnace will not operate.

ON-OFF SWITCH

The furnace has an on-off blower switch that looks like a regular light switch and is located in a metal box outside the furnace. When turned off, this switch overrides all furnace commands and shuts down the blower. This is usually done only when maintenance service is being performed, although young children have been known to turn the furnace off using this switch.



COMBUSTION AIR

Furnaces installed by Liberty Homes include a combustion air duct. The outside end of this duct is covered with a screen to minimize insects or animals from entering. Cold air coming in through this duct means it is functioning as it should.

Never cover or block the combustion air vent. Outside air is needed to supply the furnace with sufficient oxygen. Blocking the combustion air vent can damage the furnace and will cause the furnace to draw air down the vent pipe and pull poisonous gases back into your home.

COMPRESSOR LEVEL

Maintain the air conditioning compressor in a level position to prevent inefficient operation and damage to the equipment.

DUCT CLEANING

Exercise caution before spending money on professional ductwork cleaning services. A study by the EPA found no proof that ductwork cleaning improves indoor air quality, nor was evidence found that it prevents health problems. For more information, visit the EPA's website: <https://www.epa.gov/indoor-air-quality-iaq/should-you-have-air-ducts-your-home-cleaned>

DUCTWORK NOISE

The popping or booming noise is the natural result of expansion and contraction of the ductwork system. It may not be possible to eliminate it completely.

FUSE

The fuse is located in the circuit board and is a three-amp fuse. It absorbs any spikes in the line such as close electrical strikes or power surges. Unlike old fuses that burn out and clearly indicate that they are blown, these fuses, similar to automobile fuses, have a spring that depresses when tripped. Unless you have examined these quite carefully before, it may be hard to determine if the fuse has blown. We suggest that you buy some extra fuses of the same size in case a replacement is needed.

FURNISHED HOME

The heating system was designed with a furnished home in mind. If you move in during the cooler part of the year and have not yet acquired all of your draperies and furnishings, the home may seem cooler than you would expect.

MANUFACTURER'S INSTRUCTIONS

The manufacturer's manual specifies maintenance for the condenser. Review and follow these points carefully. Since the air conditioning system is combined with the heating system, follow maintenance instructions for your air conditioning system as part of maintaining your furnace.

MANUFACTURER WARRANTY

Your system comes with a manufacturer warranty that will cover defective parts after the one-year Liberty Homes warranty has expired. To access the warranty, have a licensed HVAC professional contact the manufacturer with your system's serial number (we recommend the original HVAC company listed on the Emergency Phone Numbers List in this handbook).

MODIFICATIONS

If you wish to make any modifications, we recommend contacting the HVAC company listed on the Emergency Phone Numbers list in this handbook. Doing modifications yourself or having another HVAC technician modify your system may void any existing warranty.

ODOR

A new heating system may emit an odor for a few moments when you first turn it on, and an established system may emit an odor after being unused for an extended time, such as after the summer months. This is caused by dust that has settled in the ducts and should pass quickly. However, if you smell gas, call the gas company immediately.

PILOT

Today, furnaces are much easier to use than those of the past. Modern furnaces come with an electronic ignition system, rather than the old pilot light. See manufacturer's instructions on igniting the pilot light.

REGISTERS

Heat register covers are removable and adjustable. You are responsible for adjusting the dampers in these covers to regulate the heat flow within the home. Registers in the rooms farther away from the furnace will usually need to be opened wider.

RETURN AIR VENTS

For maximum comfort and efficient energy use, arrange furniture and draperies to allow unobstructed airflow from registers to cold air returns. Also, regularly clean cold air returns to prevent dust and dirt from obstructing the airflow.

TEMPERATURE VARIATIONS

Depending on the style of home, temperatures may vary from room to room and floor to floor by several degrees Fahrenheit. This is due to such variables as floor plan, orientation of the home on the lot, type and use of window coverings, and traffic through the home. The furnace blower will typically cycle on and off more frequently and for shorter periods during severe cold spells.

THERMOSTAT

The furnace will come on automatically when the temperature at the thermostat registers below the setting you have selected. Once the furnace is on, setting the thermostat to a higher temperature will not heat the home faster. Thermostats are calibrated within +/- five degrees.

QUICK TIPS

DO

Use the Program Function
on Your Thermostat

DON'T

Turn the system off when
you leave the home

TRIAL RUN

Have a trial run early in the fall to test the furnace. (The same applies to air conditioning in the spring.) If service is needed, it is much better to discover that before the heating season.

INSULATION

The effectiveness of blown insulation is diminished if it is compressed. As the last step in any work done in your attic, you should confirm that the insulation lays smooth and even. Do not step on drywall ceilings, because this can result in personal injury or damage to the drywall.

Electrical outlets normally emit noticeable amounts of cold air when outside temps are low.

LANDSCAPING

Providing complete details on landscaping is beyond the scope of this manual. There are many great resources online, and local nurseries and landscape professionals can help you.

In planning your landscaping, think of proportion, texture, color, material size, maintenance needs, soft and hard surfaces, lighting, fencing, edging, and water requirements. A beautiful yard requires considerable planning and regular attention. Most homeowners take years to achieve the yard they want. Installing items in stages can spread the cost and work over several seasons.

Whatever the source of your design, plan to install the basic components of your landscaping as soon after closing as weather permits. In addition to meeting your Homeowner Association or CC&Rs requirements to landscape in a timely manner, well-designed landscaping prevents erosion and protects the foundation of your home.

BACKFILL

We construct the foundation of your home beginning with an excavation into the earth. When the foundation walls are complete, the area surrounding them is backfilled. Soil in this area is not as compact as undisturbed ground. Water can penetrate through the backfill area to the lower areas of your foundation. This can cause potentially severe problems such as wet basements, cracks in foundation walls, and floor slab movement. Avoid this through proper installation of landscaping and good maintenance of drainage.

Backfill areas will settle and require prompt homeowner attention to avoid damage to your home and voiding of any warranty.

Keep downspout extensions in the down position to channel roof runoff away from the foundation area of your home. Routine inspection of downspouts, backfill areas, and other drainage components is an excellent maintenance habit. See also Grading and Drainage.

BACK FLOW PREVENTER

Recent building codes have required the installation of back flow preventers in your sprinkler system to prevent pesticides and other contaminants from entering your home water system. It is necessary to weatherize your back flow preventer each fall before temperatures reach freezing. Weatherization of the sprinkler system, including the back flow preventer, is your responsibility. More info on winterizing your sprinkler system: <https://www.youtube.com/watch?v=RsPi6rETOTk>

BARK OR ROCK BEDS

Make sure edging around decorative rock or bark beds is far enough away to allow for free flow of water away from the home. You can use a non-woven landscape fabric between the soil and rock or bark to restrict weed growth while still permitting normal evaporation of ground moisture.

EROSION

Until your yard is established and stable, erosion will be a potential concern. Heavy rains or roof runoff can erode soil. The sooner you restore the grade to its original condition, the less damage will occur.

Erosion is of special concern in drainage swales. If swales become filled with soil runoff, they may not drain the rest of the yard, causing further problems. Correcting erosion is your responsibility. You may need to protect newly planted seed with erosion matting or reseed to establish grass in swales. It can take several years to fully establish your lawn in such challenging areas.

HIRED CONTRACTORS

You are responsible for changes to the drainage pattern made by any landscape, concrete, deck, or pool contractor you hire. Discuss drainage with any company you hire to do an installation in your yard. Do not permit them to tie into existing drainage pipes without approval from Liberty Homes.

NATURAL AREAS

During construction, we remove construction debris from natural areas. Removing dead wood, tree limbs, fallen trees, rocks, or other natural items is your responsibility.

OUTDOOR FAUCETS

Outside faucets (sill cocks or hose bibs) are freeze-proof, but in order for this feature to be effective, you must remove hoses during cold weather, including on faucets located in your garage. If a hose is left attached, the water that remains in the hose can freeze and expand back into the pipe, causing a break in the line. Repair of a broken line that feeds an exterior faucet is a homeowner maintenance item. Any damage caused by water from a broken line is also your responsibility, including damage to neighboring properties.

Note that Liberty Homes does not warrant outdoor faucets against freezing.

PLANNING

Locate plants and irrigation heads out of the way of pedestrian or bicycle traffic and car bumpers. Space out trees to allow for efficient growth. Group plants with similar water, sun, and space requirements together.

When planning your landscaping, leave space between your home and any landscaping to avoid water damage to the foundation, mold, termites, water in window wells, and other such damage. Lawns, in particular, should not be installed all the way up to your home due to the amount of water typically used on lawns and the drainage associated with them. If you install landscaping without space between it and your home and it causes water drainage issues or other damage, you will void the home warranty and be responsible for any repairs needed.

PLANT SELECTION

Use plants that adapt well to your local climate. Favor native over exotic species, and consider future size, shape, and growth of the plant.

REQUIREMENTS

Check with your local building department and Homeowners Association before designing, installing, or changing landscaping for any regulations you are required to follow.

SEEDED LAWNS

If lawn seeding is part of your landscape plan, consider this as the first step in establishing your yard. Remember that the forces of nature are far stronger than grass seed. You will need to over-seed at some point, perhaps more than once. Heavy storms can cause washouts and erosion that you will need to correct. It generally takes at least three growing seasons to establish a good lawn, longer if weather conditions are difficult or if you do not have the time to devote to lawn care.

Before over-seeding, remember to fill any slight depressions with a light layer of topsoil. Minimize traffic of all kinds on newly seeded areas and avoid weed killer for at least 120 days. Keep the seed moist, not wet.

SOD

Newly placed sod requires extra water for several weeks. Be aware that new sod and the extra watering it requires can sometimes create drainage concerns (in your yard or your neighbor's) that will disappear when the yard is established and requires normal watering. It is your responsibility to adjust sprinkler time clock settings a few weeks after move in.

Apply appropriate fertilizer as well as weed and pest controls as needed for optimal growth. Investigate organic compounds for additional protection of the environment.

SPRINKLER SYSTEM

If Liberty Homes included a sprinkler system with your home, we can have the installer demonstrate the system and make final adjustments shortly after you move in at your request. The installer will note and correct any deficiencies in the system at that time.

Whether we install your sprinkler system or you install it yourself, keep these points in mind:

- You are responsible for routine cleaning and adjusting sprinkler heads.

- You are responsible for shutting the system down in the fall. This includes draining all lines and draining and/or removing the backflow preventer. Failure to drain the system before freezing temperatures occur can result in broken lines and damage to the backflow preventer, all of which will be your responsibility to repair. While Liberty Homes offers information on winterizing your system, it is not a replacement for the work of a professional, and because the work is not supervised, we cannot guarantee the results if you choose to do the work yourself. It is recommended you hire a professional to ensure the best results.
- Conduct weekly operational checks to ensure proper performance of the system.
- Direct sprinkler heads away from the home. Trickle or bubble-type irrigation systems are recommended for use adjacent to your home's foundation.

Automatic timers permit you to water at optimum times whether you are at home, away, awake, or asleep. The amount of water provided to each zone can be accurately and consistently controlled and easily adjusted with a timed system.

If you will be adding sprinklers to your landscaping yourself or redo Liberty Homes-installed landscaping, sprinklers should be placed no closer than four feet to the perimeter foundation of the house. Sprinklers should be pointed outwards, away from the house. If you make any changes to the original sprinkler system, it will void any warranty on it.

STONES AND ROCKS

The soil in your area may have stones and rocks. Removing these naturally occurring elements is a homeowner maintenance activity. If Liberty Homes installs sod, large rocks will be picked up and surface raking performed. You will need to provide continued attention to this condition as you care for your yard.

UTILITY LINES

A slight depression may develop in the front lawn along the line of the utility trench. To correct this, roll back the sod, spread topsoil underneath to level the area, and then relay the sod.

Before any significant digging, check the location of buried service leads by calling the local utility locating service. In most cases, wires and pipes run in a straight line from the main service to the public supply. See also Easements.

WEEDS

Weeds will appear in your new lawn whether seed or sod is used. Left un-landscaped, your yard

will begin to show weeds even quicker. When soil is disturbed, dormant seeds come to the surface and germinate. The best control is a healthy lawn, achieved through regular care and attention.

XERISCAPE®/LOCALSCAPING

Liberty Homes recommends careful consideration of landscape design and selection of planting materials to minimize the demands of your yard on water supplies. Detailed information about Xeriscape® and Localscape is available from reputable nurseries. This has the triple benefit of helping the environment, saving on water bills, and reducing the amount of moisture that can reach your foundation. There are also government programs that provide cash for installing water-wise landscaping.

MILDEW AND MOLD

You can prevent most mold and mildew growth by minimizing moisture. Common sources of moisture are spills, leaks, overflows, condensation, and high humidity. If the growing conditions are right, mold can develop within 24 to 48 hours. We suggest checking your roof, windows, water pipes, and drainpipes for mold and mildew.

TIPS TO HELP PREVENT MOLD AND MILDEW

- Promptly clean up spills, condensation, and other sources of moisture and replace materials that cannot be thoroughly dried, such as drywall or insulation.
- Repair leaks immediately.
- Avoid over-watering of landscaping.
- Always use an exhaust fan or open a window where there is not a fan during a bath or shower to help decrease water vapor.
- Keeping your air conditioner running, or using a dehumidifier, will also remove moisture from the air.
- Wipe down shower enclosures when done
- Hang towels and washcloths to dry — do not keep them in a pile on the floor

- Periodically inspect for leaks by looking for discoloration or wet spots, musty odors, and any signs of mold growth.

Cleaning mold and mildew in your home is your responsibility. If you find mold in your home, you should clean it with a mild solution of bleach after testing to see if the area is color safe. After cleaning, you should thoroughly dry the area and use a disinfectant to retard mildew growth and eliminate odors. Discard porous materials like upholstery or carpet. If the mold is severe, you should call a qualified professional.

For mildew, solutions to remove it are available from local paint and home improvement stores. Wear protective eyewear and rubber gloves for this task as the chemicals that remove mildew are unfriendly to humans.

MIRRORS

To clean mirrors, use any reliable liquid glass cleaner or polisher, available at most hardware or grocery stores. Avoid acidic cleaners and splashing water under the mirror, as either can cause the silvering to deteriorate. Acidic cleaners are usually those that contain ammonia or vinegar. Avoid getting glass cleaners on plumbing fixtures as some formulas can deteriorate the finish.

PAINT AND STAIN

Painted surfaces must be washed gently using mild soap and as little water as possible. Avoid abrasive cleaners, scouring pads, or scrub brushes. Flat paints show washing marks more easily than gloss paints do. Often better results come from touching up rather than washing the paint.

COLORS

Your selection sheets are your record of the paint and stain color names, numbers, and brands in your home. If leftover samples of the paint used in your home were left, store these with the lids tightly in place and in a location where they are not exposed to extreme temperatures.

EXPOSURE TO SUNLIGHT

Paint, both interior and exterior, may fade if it is in constant direct sunlight. Install window coverings and use them when direct sunlight comes in to help prevent fading.

EXTERIOR

If any exterior surfaces of your home are treated with stain or paint, they will need to be checked annually for wear. The durability of your paint and stain depends partially on the amount of sunlight they receive. Surfaces that receive direct sunlight and wind will peel, blister, and fade sooner than other painted and stained surfaces.

Plan on refinishing the exterior surface of your home every two to three years or as often as your paint manufacturer recommends for your area and climate. Repaint before there is much chipping or wearing away of the original surface, which will save you the cost of extensive surface preparation. If you undertake touchup work on your paint or stain, make sure the surface is clean and smooth. This may require resetting popped nails and removing old paint or minor sanding of rough spots.

As it ages, exterior wood trim will develop minor cracks and raised grain. Much of this will occur during the first year. Raised grain permits moisture to get under the paint and can result in peeling. This is not a defect in materials or workmanship.

QUICK TIP

Sprinklers spraying water on the exterior of your home will cause blistering, peeling, splintering, and other damage. Adjust sprinklers so they do not spray your home..

SEVERE WEATHER

Hail and wind can cause a great deal of damage in a severe storm, so inspect your home after such weather. Promptly report any severe weather damage to your insurance company.

STAIN

Wood naturally varies in color. When stain is applied to the wood, the stain may also have color variation because of the wood characteristics. Light stains require more maintenance because imperfections will show through easier. When touching up your stain, follow the instructions on the label of the product you are using.

TOUCH-UP

When doing paint touch-ups, use a small brush or roller, applying paint only to the damaged spot. Touch-up may not match the surrounding area exactly, even if the same paint mix is used.

The best time to repair imperfections in the drywall is just before repainting. Please see the Drywall section of this manual for more information.

When it's time to repaint, prepare the wall surface first by cleaning it with a mild soap and water mixture or a reliable cleaning product. Make sure the surface is completely dry before painting.

PESTS AND WILDLIFE

Insects such as ants, spiders, wasps, and bees, as well as animal life such as woodpeckers, squirrels, mice, and snakes, may fail to recognize that your home belongs to you. Addressing concerns involving these pests and wildlife comes with being a homeowner.

Making sure your home is well sealed is a good start to keeping it free of pests. Inside your home, small changes can have a big impact on pest control. Keeping food covered and stored properly is important. Crumbs and food attract pests to enter your home. Keeping garments and other clothing in appropriate linen bags will keep them from being damaged by pests.

ANTS

Ants are attracted to crumbs and food left out, so storing food properly will help reduce the chance of an ant infestation. If you have outdoor animals, it is a good idea to not leave pet food out overnight. If you have taken every precaution and still find your home has an ant problem, the first step is to find where the ants are gaining entry and where their nest is located. Simply following the trail of ants will help you find the source of the problem. When eliminating ant nests, be careful and follow all instructions on ant removal product.

CAULKING

Window and door frames should be caulked. There should be no small spaces that insects can enter. Inspect these areas regularly and reapply caulk as needed.

LANDSCAPING/YARD CLEANUP

Clearing the area around your home of leaves, plants, and other debris will also remove places where bugs thrive. If your home has a wood pile, move it to a location away from your home.

MICE/RATS

Controlling your garbage is the first step in stopping mice and rats. These rodents need a place to live and food to eat. If you eliminate this, you should not have a problem. Signs to look for if you think you may have a problem are rodent droppings, things that have been gnawed on, and mice tracks. Using commercial rat and mice eliminators are a good option if you have a problem, but with any fix be careful of poisons that can harm pets and children. When cleaning up after a rodent problem, be careful and contact a pest control company for tips on safety.

SETTLING

As your home settles, check windows and doors that might have moved out of alignment and provide openings for pests.

TERMITES

We treat the foundation of your home for termites and can provide you with a copy of the certificate confirming that treatment upon request. Subsequent termite treatments and treatments for other types of insects or animal infestation are your responsibility.

The signs of a termite infestation are dirt tunnels near the foundation of your home, tunnels hollowed into wood in your home, and simply finding winged termites inside your home.

Regularly inspect your home for signs of termites or conditions that would allow their attack:

- Check for wrinkles or waves in wood trim.
- Tap wood to see if it sounds or feels hollow.
- Inspect under the carpet tack strip by lifting the edge of carpet in the corner of a room. The tack strip is untreated and provides a convenient path for termites through your home.
- Watch for tubes of dirt, called mud tubes, which extend from the soil up to your home.
- Keep soil away from any wood parts of your home.
- Be certain all roof water and precipitation moves quickly away from your home's foundation.
- Avoid storing wood on the ground and against your home.
- Maintain a safe zone of at least two feet in width around the perimeter of your home. Avoid planting grass or shrubs, installing any sprinkler device, or digging of any kind in this area. If you disturb this area, have it re-treated to restore protection.
- Before installing stepping stones, river rock, concrete, or other such items against the home, chemically treat the area that will be underneath the new material.
- If you add onto or change the exterior of your home, be sure to have the areas treated first.

If your home has a termite problem, professional help may be required.

VENTS

Check the vents in your attic to make sure there are screens across any openings which can prevent pests from entering your home.

PLUMBING

Maintaining the plumbing system in your home is very important. Any sort of leak should be taken care of immediately. Small leaks can cause major damage if left unfixed.

You should turn off the water whenever you work on your plumbing system. You can either turn off the water specifically to the sink or toilet you are working on, or to your whole house.

All

toilets and sinks have shut off valves usually located right under them. There is a water shutoff to your home in your mechanical room or basement and one located at the meter.

QUICK TIP

It is a good idea to identify the water shutoffs, both at individual fixtures and for the entire home, when you move in so that you will be prepared if you ever have a plumbing emergency.

AERATORS

Even though your plumbing lines have been flushed to remove dirt and foreign matter, small amounts of minerals may enter the line. Aerators on the faucets strain much of this from your water. Minerals caught in these aerators may cause the faucets to drip because washers wear more rapidly when they come in contact with foreign matter. It can happen faster in areas where the water has very hard mineral deposits. See also Leaky and Dripping Faucet.

BASEMENT CONSTRUCTION

If you perform any construction in your basement, ensure that the plumbing lines in the basement or crawl space are not isolated from the heating source without insulation being added. Do not cover clean out access fittings.

CAULKING

Caulking around your plumbing fixtures is important for keeping water from damaging surrounding areas. You should check periodically that the caulk around sinks, showers, and tubs is in good condition, not crumbling or missing. Also, periodically check tub and shower door seals for leaks. See the Caulking section for more information.

Please note, the fiberglass shower/tub combos installed by Liberty Homes are three-piece panels with openings/seams that are normal and do not need caulking/sealing. There is an overlapping flange that is at each of those locations, preventing water from reaching the drywall.

CLEANING: FIXTURES

Follow manufacturer's directions for cleaning fixtures. Avoid abrasive cleansers containing ammonia or vinegar. Clean plumbing fixtures with a soft sponge and soapy water, then polish with a dry cloth to prevent water spots.

CLEANING: PLUNGER DRAIN STOPPER IN SINKS

Clean a plunger drain stopper, usually found in bathroom sinks, by loosening the nut under the sink at the back, pulling out the rod attached to the plunger, and lifting the stopper. Clean and return the mechanism to its original position.

CLEANING: SHOWERHEADS

Minerals naturally found in water can clog showerheads and slow the flow of water from them or cause them to spray water in multiple directions. Most people only think about cleaning their showerhead when they experience these issues, but it is a good idea to regularly clean them to not only eliminate issues with flow or spray but to prevent issues with overall water pressure and reduce the chance of bacteria and mold from growing on it. Tips on unclogging and cleaning your showerhead: <https://www.libertyhomes.com/blog/how-to-clean-and-unclog-a-showerhead/>

CLEANING: TOILETS

While automatic toilet cleaners that are applied inside the tank may seem convenient, they can cause damage to the rubber, metal, and plastic components in the tank and cause leaks. Using these automatic toilet cleaners will also void any warranty on your toilet. For cleaning, it is best to regularly clean it by hand as part of your routine maintenance.

CLOGS

The main causes of toilet clogs are domestic items such as disposable diapers, excessive amounts of toilet paper, flushable wipes, sanitary supplies, Q-tips, dental floss, and children's toys.

Improper garbage disposal use also causes many plumbing clogs. Always use plenty of cold water when running the disposal, and allow the water to run 10 to 15 seconds after shutting off the disposal. See Appliances for more information on preventing clogs in your garbage disposal.

You can usually clear clogged traps with a plunger. If you use chemical agents, follow directions carefully to avoid personal injury or damage to the fixtures.

Tips on unclogging a drain: <https://www.libertyhomes.com/blog/tips-for-unclogging-a-drain/>

If you have a clog in a toilet, sink, or toilet that is causing water or sewage to overflow, it is very important that you stop using it and turn the water supply off to it until the clog is cleared and water is flowing freely through the toilet or drain. Failure to do so can cause additional damage to flooring and other materials nearby. You will also want to take steps to clean up water and sewage immediately. If you are under warranty, failure to act quickly can void warranty coverage.

QUICK TIP

Despite the name, flushable wipes are not safe to use in your home's plumbing system. Flushable wipes do not break down like toilet paper when it comes into contact with water, and they can clog pipes and cause problems with the municipal plumbing system. **Do not use anything other than toilet paper in your toilets, and do not use excess amounts of toilet paper, which can clog the system.**

EXTENDED ABSENCE

If you plan to be away for an extended period, you should turn off your water supply lines and unplug your water softener if you have one. You may also wish to shut off the water heater. Keep the pilot on and set the temperature to its lowest or "vacation" setting. Check manufacturer's directions for additional hints and instructions.

FIBERGLASS FIXTURES/TUBS

For normal cleaning use a nonabrasive bathroom cleanser and sponge or nylon cleaning pad. Avoid steel wool, scrapers, and scouring pads, which can scratch the surface. Auto wax can provide a shine and restore an attractive appearance.

FREEZING PIPES

If your home is heated at normal levels, pipes should not freeze at temperatures above 0 degrees F, but extended periods below 20 degrees can lead to pipes freezing, especially those in contact with exterior walls of your home or in meter boxes not properly insulated.

Tips to Help Prevent Frozen Pipes

- Set the heat at a minimum of 55° F if you are away during winter months.
- Keep garage doors closed to protect plumbing lines running through this area from freezing temperatures.

- In unusually frigid weather, or if you will be gone more than a day or two, open the cabinet doors under sinks in the bathrooms and kitchen to allow warm air to circulate around pipes.

Inspecting for Frozen Pipes

If you suspect pipes have frozen (usually no water running through your home or to individual fixtures is a good indication if water service has not been turned off in the area or to your home), you need to identify which pipe or pipes are frozen:

- (a) If there is no water to the entire home, that indicates the main line may be frozen at the meter or coming into your home. Call your water service provider and ask them to inspect the meter box for frozen pipes there. You will also want to check the main line coming into your home (located in the mechanical room or basement) by touching it to see if it feels abnormally cold. If it is, that indicates it is likely frozen and needs to thaw.
- (b) If there is water in some parts of the home but not at all fixtures, it is most likely that the pipe to one or more of the fixtures not working have frozen. Check the pipes below the non-working fixtures by touching them to see if they feel abnormally cold, which indicates they are likely frozen and need to thaw.

Thawing Frozen Pipes

If your pipes freeze, you must give them time to unfreeze. You can expedite thawing using an ordinary hair dryer. Never use an open flame. Before beginning the thawing process, turn on faucets, which will help you determine when pipes thaw:

- (a) If the main line is frozen, open up faucets throughout the home, including the one furthest from the frozen pipe. When the pipes begin to thaw, you will start to see/hear water running from the faucets, beginning with the ones closest to the frozen pipe. Water running through all fixtures indicates the pipe has thawed.
- (b) If just one or a few pipes are frozen, open up faucets at those locations or nearby. When the pipe(s) begin to thaw, you will start to see/hear water running from those faucets. Continue the thawing process until all faucets that previously had no water running from them have water.

LAUNDRY SINK

If you have a laundry room sink, the faucet does not have an aerator. This is to allow the laundry tub faucet to accept a hose connection.

LEAKY AND DRIPPING FAUCETS

If you notice a leak around the base of a faucet, it may need to be tightened. When tightening

bolts on faucets and other plumbing hardware, always cover the bolt with a soft cloth to prevent damage to the metal finish, then use a wrench to tighten. Consult the manufacturer of the faucet if this does not work.

If your faucet is consistently dripping, it may be due to a dirty aerator or a worn-out washer. Aerator should be regularly checked and cleaned to remove dirt and foreign matter.

If cleaning the aerator does not stop the drip, replace the washer:

- Turn off water using valve under the sink
- Remove the faucet stem
- Change washer
- Reinstall faucet stem

A dripping shower head can be repaired the same way. Replace the washer with another of the same type and size.

You can minimize the frequency of needing to replace washers by not turning faucets off with excessive force. (Please note that some manufacturers do not use rubber washers – check with your manufacturer for more information.)

QUICK TIP

Faucets may temporarily drip water after they are turned off, especially high-arch models often found in kitchens. This is caused by excess water that is left in the pipes or faucet when it is turned off. This is normal and does not require any repair.

LEAKY/RUNNING TOILETS

Toilets that leak near the floor may have an old or defective seal. The seal will need to be replaced as soon as possible to avoid water damage.

If your toilet continues to run after flushing, check the shut-off float/fill valve to see if it has lifted too high in the tank. If that is the case, pull straight up on the float until it stops the water at the correct level. Also, check the chain or rubber lift on the flush handle – if it is too tight, it will prevent the rubber stopper at the bottom of the tank from sealing.



If these do not solve the problem, the flapper may not have a tight enough seal and should be

replaced. Replacement parts can be found at a local hardware store, or if the toilet is still under warranty you can reach out to the manufacturer.

Do not use bleach tablets or toilet drops that have bleach because these will deteriorate the flapper and washers and may void the warranty.

MODIFICATIONS

If you wish to make any modifications, we recommend contacting the plumbing company listed on the Emergency Phone Numbers list in this handbook. Doing modifications yourself or having another plumbing company modify your system may void any existing warranty.

SLOW DRAINING SINKS/BATHTUB

Sinks or bathtubs that are draining slowly could be the result of product build-up or clogging. In the bathroom, hair, styling products, and shaving cream are common causes, while coffee grounds, potato peels, rice, and grease are often the culprits in the kitchen.

To help remove clogs and buildup:

- Try using a plunger and cleaning out any buildup.
- If this does not work you can use a commercial drain cleaner, but make sure to follow the instructions.
- If all else fails a plumber may need to be called.

SHUT-OFFS

The water supply to your home can be shut off entirely in two locations: at the meter or at the main water shut-off in the basement or near where the main water line enters the home. Use these shut-offs for major water emergencies such as a water line break, installing a sprinkler system, or building an addition to your home. Please note that some cities/water districts do not allow homeowners to shut water off at the meter and require a member of the city/water district staff to do so. Before turning water off at the meter, check with your city or water company.

Each toilet has a shut-off on the water line under the tank. Hot and cold shutoffs for each sink are on the water lines underneath. We reviewed these during your orientation.

SPRINKLERS

You should routinely inspect sprinkler heads and provide seasonal service to maintain proper operation. See also Landscaping/Sprinklers.

STAINLESS STEEL

Clean stainless steel sinks with soap and water to preserve their luster. Avoid using abrasive cleaners or steel wool pads, which will damage the finish. Occasionally cleaning with a good stainless steel cleaner will enhance the finish and keep things looking as good as new. Rub in the direction of the polish or grain lines and dry the sink to prevent water spots. A baking soda paste with soft cloth will work to remove film and leave the sink clean and shiny.

QUICK TIPS

Prolonged contact with bleach and produce can damage stainless steel.

Bleach can pit the surface, while produce can stain it. Also avoid using the sink as a cutting board, as sharp knives will gouge the finish

WATER FILTER OR SOFTENER

If you install either a water filter or a water softener, carefully read the manufacturer's literature and warranty for your specific model.

TROUBLESHOOTING TIPS

See Plumbing in Part 2 — Limited Warranty. Note: The basic troubleshooting tips provided are informational only and not a replacement for professional service. If these tips do not work or you are unsure about what to do, it is best to hire a professional.

FREQUENTLY ASKED QUESTIONS

How Do I Turn Water Off In My Home?

Entire Home: There is a main shut-off in the mechanical room or elsewhere in your basement that will stop the water flow coming into your home. This should work in most instances where you need to turn water off to your entire home. However, if you have a leak outside of the foundation of your home, water needs to be shut off at the meter. This may require special tools, and some cities/



water districts do not allow homeowners to shut water off at the meter and require a member of the city/water district staff to do so. Before turning water off at the meter, check with your city or water company.

At Individual Toilets or Sinks: Each toilet has a shut-off on the water line under the tank. Hot and cold shutoffs for each sink are on the water lines underneath.

How Do I Get Rid Of A Sewer Smell In My Laundry Room Or Mechanical Room?

Floor drains incorporate a P-trap in them to eliminate sewer gases from backing up into your home. The P-trap is designed to use water to block the sewer gases, so if the P-trap dries out, this can result in a drain that smells bad. Pour water into the trap every few weeks or when you notice a smell.



Why Was My Tub/Shower Not Caulked And Has Gaps?

The fiberglass shower/tub surround installed by Liberty Homes is a three-piece insert with overlapping flanges behind the pieces that prevents water from getting to drywall and other materials behind the inserts. The openings/seams between the panels are normal and are designed to keep the flow of water running down to the tub. Water will go into the vertical seam, hit the flange, and drain into the tub. Because these openings/seams serve an important purpose in water drainage and keeping water off of drywall and other materials behind the panels, **these openings/seams should not be caulked.**

RAILINGS

Stained or wrought iron railings in your home require little maintenance beyond occasional dusting or polishing. Protect railings from sharp objects or moisture. Cover them during move-in so large pieces of furniture do not cause dents or scratches.

Stained railings will show variation in the way the wood grain takes the stain. Some designs may show seams where pieces of wood came together to form the railing.

ROOF

Maintaining your roof is a very important part of regular upkeep.

CLEAN GUTTERS

Maintain the gutters and downspouts so that they are free of debris and able to quickly drain

precipitation from the roof. The LibertyHomes.com blog has tips on cleaning your gutters:

<https://www.libertyhomes.com/blog/how-to-clean-your-gutters/>

ICE DAM

On occasion, depending on conditions and exposure, rising heat from inside your home can melt snow on the roof. When this happens, that water can run down and reach the cold eaves, causing it to freeze. An accumulation of this type of ice dams the subsequent runoff and the water begins to back up, overflowing the gutter system or sometimes working its way up under shingles, ultimately leading into your home through windows or ceilings. If you notice ice dams forming, remove them as soon as possible to prevent such damage. If your home design or orientation makes it vulnerable to this occurrence, you may want to install electric heat tape in the susceptible areas. You can contact a roofer to break away the remaining ice if you wish.

LEAKS

If a leak occurs, try to detect the exact location. This will greatly simplify finding the area that requires repair when the roof is dry. Check inside the attic for water stains or wet insulation, especially around vents, electrical service lines, and other possible penetration areas.

LIMIT WALKING

Limit walking on your roof. Your weight and movement can loosen roofing material and in turn result in leaks. Never walk on the roof of your home when shingles are wet (they are slippery) or in hot weather (they are soft).

METAL FLASHING

Check the metal flashing that is found around the ventilation components on your roof regularly. There should be no signs of rust, and they should be caulked where they connect to the roof. While recaulking the connections on the roof, it's also a good time to check the interior caulking in the attic.

SEVERE WEATHER

After severe storms, do a visual inspection of the roof for damage. Notify your insurance company if you find pieces of shingle in the yard or shingle edges lifted on the roof.

SHINGLES

Regularly inspect your roof from the ground for missing shingles or ones with cracks and damage that can cause leaks into your home.

TREES

You should trim any trees that grow close to your home. Tree branches can cause damage during the normal course of the day but can also cause severe damage during heavy winds.

VALLEYS

The areas on your roof where two angles slope downward are called valleys. Make sure there is no water that pools in these areas.

TROUBLESHOOTING TIPS

See Roof in Part 2 — Limited Warranty. Note: The basic troubleshooting tips provided are informational only and not a replacement for professional service. If these tips do not work or you are unsure about what to do, it is best to hire a professional.

SHOWER DOORS/TUB ENCLOSURES

Shower doors and tub enclosures require minimal care. Using a squeegee to remove water after a bath or shower will keep mineral residue and soap film to a minimum. A coating of auto wax or Rain-X can also help prevent buildup of minerals and soap. Use cleaning products suggested by the manufacturer to avoid any damage to the trim and hardware.

Avoid hanging wet towels on corners of doors; the weight can pull the door out of alignment and cause it to creak. If a shower door becomes misaligned, check the hinges for loose screws.

Check and touch-up caulking on an as needed basis. See also Caulking.

SMOKE/CARBON MONOXIDE DETECTORS

You should consult the manufacturer's manual for complete information on the care of your smoke detectors. We recommend cleaning and testing each smoke detector monthly.

BATTERIES

You should change batteries every six months because fresh batteries will help to ensure that the detector works even under a loss of power to the home. If a smoke detector makes a chirping sound, it is a sign that the battery needs to be replaced. Follow

QUICK TIP

A great time to change batteries is when springing forward/falling back clocks during the time changes in the Spring and Fall.

manufacturer instructions for installing a new battery. Most smoke detectors use a 9 volt battery.

CLEANING

For your safety, clean each smoke detector monthly to prevent a false alarm or lack of response in a fire. After cleaning, test the alarm to confirm the alarm is working. All alarms should sound when testing.

HARD-WIRED DETECTORS

Hard-wired smoke detectors are designed for all to sound at the same time. That means if one is set off by smoke or heat, the alarm will sound on all of them. This is a safety feature to alert everyone in the event of a fire or emergency in your home.

LOCATIONS

Liberty Homes provides smoke detectors and carbon monoxide detectors on each level of the home that operates electrically with a battery backup. These detectors are installed in accordance with building codes, which dictate locations. Liberty Homes cannot omit any smoke detector, and you should not remove or disable any smoke detector.

MANUFACTURING DATE/LIFE OF DETECTORS

The date on the back of your smoke and carbon monoxide detectors is a manufacturing date, not an expiration date. Generally, smoke detectors have a life of 10 years from the manufacturing date. Carbon monoxide detectors or combo smoke/carbon monoxide detectors may not last as long. Refer to manufacturer's literature for information on the life of your detectors and replace them in accordance with the manufacturer's recommendations).

TESTING

You should test your detectors by pushing the "Test" button once a month to ensure they are working properly and will protect you in the event of a fire or carbon monoxide leak.

STAIRS

No known method of installation prevents all vibration or squeaks in a staircase. A shrinkage crack may develop where the stairs meet the wall. When this occurs, apply a thin bead of latex caulk and, when dry, touch up with paint.

TILE

Your selection sheets provide a record of the brand, style, and color of tile in your home. Please retain this information for future reference. Refer to the manufacturer's recommendations for additional information for care of your tile.

CLEANING

Tile is one of the easiest floor coverings to maintain. Simply vacuum when needed (turn off the beater brush to prevent scratching or other damage), and occasionally mop with warm water. Avoid adding detergent to the water. If you feel a cleaning agent is required, use a mild solution of warm water and dishwasher crystals as they will not result in a heavy lather on the grout. Rinse thoroughly.

The ceramic tile installed on walls or countertops in your home may be washed with any nonabrasive soap, detergent, or tile cleaner. Abrasive cleaners will dull the finish.

GROUT DISCOLORATION

Clean yellowed or stained grout with a fiber brush, cleanser, and water. Grout cleansers and whiteners are available at most hardware stores.

SEALING GROUT

Sealing the grout is your decision and responsibility but is recommended to help maintain the grout and prevent water from seeping below the tiles. **If you will be sealing your grout, it is recommended that you wait at least 30 days after installation**, which will allow grout to fully cure and avoid discoloration. Once grout has been sealed, ongoing maintenance is necessary. Follow instructions on grout sealer for ongoing maintenance and timing of resealing it.

SEPARATIONS

Expect slight separations to occur in the grout between tiles and between tile and door thresholds. This is not a defect. The grout is for decorative purposes only; it does not hold the tile in place. However, cracked grout can allow water to get behind tile and weaken the adhesive holding tiles in place or cause damage to materials below it, so repair cracks when you find them. Cracks in the grout can be filled using premixed grout purchased from flooring or hardware stores. Always follow package directions.

Caulk and grout around bathtubs or countertops may appear to be pulling up after time. This is

caused by normal shrinkage of grout or caulk and shrinkage of wood members as they dry out. If this occurs, the best remedy is to purchase tub caulk or premixed grout from a hardware store. Follow directions on the container. This maintenance is important to protect the underlying surface from water damage.

VARIATIONS

Tile often varies greatly in shading, veining, and marbling with each packaged carton. This is considered a part of the inherent beauty of these products and is to be expected. In addition, individual tiles may vary in size, height, width, and thickness. As a result of these characteristics, when the product is installed it may be uneven in appearance. You may have some tiles higher than others, especially on floors. The degree of unevenness may depend largely on the quality of the subfloor as well as the product itself.

VENTILATION

Proper ventilation is important for your health and safety. While it may seem that having an airtight home can reduce your energy bills, it creates a concern because homes that are not properly ventilated are susceptible to serious risks. Condensation, cooking odors, indoor pollutants, radon, and carbon monoxide may all accumulate if there is not proper ventilation in your home. Do not cover the ventilation vents in your home's soffit (located in the underside of the overhangs) or the combustion air return vents near the furnace and water heater. During periods of heavy snowfall, check vents to ensure they have not been covered by snow. Also, use the hood fan when you are cooking and run bath fans when bathrooms are in use.

CARBON MONOXIDE (CO)

Carbon monoxide is an odorless, colorless gas that claims the hundreds of lives and makes thousands more ill every year. Symptoms of CO poisoning are described as “flu-like,” including headache, dizziness, weakness, upset stomach, vomiting, chest pain, and confusion. If those in your home are experiencing these symptoms, exit your home immediately and call 9-1-1.

Proper ventilation is the best way to prevent carbon monoxide poisoning:

- Never burn charcoal indoors or in the garage or use gas grills indoors
- Never use your gas oven to heat your home
- Never leave your car running in the garage

- Never run generators inside your home or garage even if doors and windows are open
- Make sure fuel-burning appliances are properly maintained, including having them inspected by qualified technicians every year. This includes your HVAC systems, water heaters, gas fireplaces, gas stoves, and any other item that runs on natural gas.
- Make sure vents do not get blocked
- Regularly test carbon monoxide detectors to ensure they are operating properly and change batteries every six months

As mentioned in the Smoke/Carbon Monoxide Detectors section, Liberty Homes provides detectors on each level of the home that detects both smoke and CO. Detecting carbon monoxide can be lifesaving. We suggest using a detector that meets Underwriters Laboratory "UL 2034" requirements and following the directions.

RADON

A naturally occurring, hazardous material, radon can enter a home from soil surrounding the home. Radon is invisible and odorless, but radon detection kits available at hardware stores can make detecting it easy. The National Radon Information Line has more info: 1-800-SOS-RADON.

WATER HEATER: TRADITIONAL TANK

Carefully read and follow your owner's manual for best practices and maintenance. All water heaters have a control mechanism to govern water temperature. The Consumer Product Safety Commission (CPSC) recommends setting the water heater at 120 degrees Fahrenheit or lower to prevent scalding. The lower the temperature setting, the less fuel is used and the lower your utility bill will be.

AIR INTAKE/EXHAUST VENT

Regularly check to make sure the air intake and exhaust vent are not obstructed. Water heaters need air to burn properly and can get damaged or stop working if the air intake is obstructed. An obstructed exhaust vent is not only a safety hazard (carbon monoxide that can't vent builds up in your home), it can also cause damage and/or cause the water heater to stop working.

CONDENSATION

Condensation inside your new water heater may drip onto the burner flame. This causes no harm and, in most cases, will disappear in a short period of time.

DRAIN TANK

To prolong the life of your water heater and save energy, drain the water from the tank approximately every six months. This reduces the build-up of chemical deposits from the water. Your owner's manual will have information on how to drain your tank.

PILOT

Please refer to the manufacturer's instructions on the front of the appliance.

SAFETY

Vacuum the area around a gas-fired water heater to prevent dust from interfering with proper flame combustion. Check exhaust vent and air shutter for debris and dust as well. Do not use the top of a heater as a storage shelf.

TEMPERATURE

The recommended thermostat setting for normal everyday use is "normal." Higher settings can result in wasted energy dollars and increase the danger of injury from scalding. Hot water will take longer to arrive at sinks, tubs, and showers that are farther from the water heater.

TROUBLESHOOTING TIPS

See Water Heater: Traditional Tank in Part 2 — Limited Warranty. Note: The troubleshooting tips provided are informational only and not a replacement for professional service. If these tips do not work or you are unsure about what to do, it is best to hire a professional.

WATER HEATER: TANKLESS

Carefully read and follow your owner's manual for best practices and maintenance. All water heaters have a control mechanism to govern water temperature. The Consumer Product Safety Commission (CPSC) recommends setting the water heater at 120 degrees Fahrenheit or lower to prevent scalding. The lower the temperature setting, the less fuel is used and the lower your utility bill will be.

AIR INTAKE/EXHAUST VENT

Regularly check to make sure the air intake and exhaust vent are not obstructed. Water heaters need air to burn properly and can get damaged or stop working if the air intake is obstructed. An obstructed exhaust vent is not only a safety hazard (carbon monoxide that can't vent builds up in your home), it can also cause damage and/or cause the water heater to stop working.

COLD WATER SANDWICH

If members of your household take back-to-back showers, you may experience what is known as a cold water sandwich: Warm water when the second person first turns on the shower, followed by several seconds of cold water before the temperature warms back up. This is caused by water left in the pipes after the first shower. This is normal.

MAINTENANCE

Check your owner's manual for specific maintenance needed and how often it is needed on your tankless water heater. Routine maintenance may include cleaning the filter; cleaning the heat exchanger if build-up or blockage is found; and descaling the tank. To avoid voiding your warranty, it is recommended you hire a professional to handle maintenance and repairs.

PILOT/IGNITION

Most tankless water heaters use a burner lit by ignition, so there is no standing pilot light. Please refer to the manufacturer's instructions for ignition information.

SYSTEM OVERLOAD

While not common, tankless water heaters can fail to supply needed hot water or shut down if overworked (i.e., multiple showers running at once). If your system gets overloaded, adjust your usage to reduce load on the system.

TEMPERATURE

Your water heater is set by the factory to 120 degrees, and for safety reasons, it will not go above that temperature using the arrows on the front of the heater. Due to liability reasons and following CPSC guidelines, Liberty Homes' installers will not set a tankless water heater temperature higher than 120 degrees Fahrenheit, and we do not recommend adjusting it to a higher temperature.

QUICK TIP

If the power goes out, the heater will automatically readjust back to the 120-degree factory preset, so if you made any changes to the settings, you will need to readjust to your preferences.

To adjust the temperature, use the up and down arrows on the right of the display, which will change the temperature in 2-degree increments.

TROUBLESHOOTING TIPS

See Water Heater: Tankless in Part 2 — Limited Warranty. Note: The basic troubleshooting tips provided are informational only and not a replacement for professional service. If these tips do not work or you are unsure about what to do, it is best to hire a professional.

WATER SOFTENERS

If your home has a water softener, you will need to read the manual to find out what sort of maintenance it requires. A water softener that has automatic regeneration should be set to regenerate no less than once every two weeks. A water softener that does not automatically regenerate will need it done manually. Consult your owner's manual for instructions on doing this. You should periodically check the salt level in your water softener and refill with salt when necessary.

WINDOWS, SCREENS, SLIDING GLASS DOORS

Windows and sliding glass doors are an important element of your home. Since they open your home to the outside environment, they need to be examined frequently. Glass is difficult to install without special tools, so contact a glass company for re-glazing of windows that break.

CONDENSATION

Condensation or sweat on interior window surfaces is the result of high humidity within the home and low outside temperatures. Decrease your interior humidity and improve weather stripping to resolve. Condensation that accumulates between the panes of glass indicates a broken seal, and the window will need to be replaced.

SCREEN STORAGE AND MAINTENANCE

Many homeowners remove and store screens for the winter to allow more light into the home. If you choose to do this, use caution: screens perforate easily, and the frames bend if they are not

handled with care. To make re-installation more convenient, label each screen as you remove it. Prior to re-installing the screen, clean them with a hose.

SILLS

Windowsills should be checked frequently. Look for signs of softness or rotting, hardware that is out of line, and places where the paint has been damaged. If a gap exists, you should apply caulking between the window and windowsill. Because paint protects the windowsill from outside elements, you should repair damaged paint quickly. We suggest using a wood preservative and a high-quality primer before repainting. If there is a lot of damage, you may need to consult with a qualified professional.

SLIDING GLASS DOORS

Sliding glass doors are made with tempered glass, which is more difficult to break than ordinary glass. If broken, tempered glass breaks into small pieces rather than large splinters which can easily cause injury.

It is your responsibility to ensure the weep holes are clear of debris.

Keep sliding door tracks clean for smooth operation and to prevent damage to the door frame and rollers. Silicone lubricants work well for these tracks.

QUICK TIP

Vinyl doors and windows are flexible and may bump the frame when closing. This is normal and requires no repair.

STICKING WINDOWS

Most sliding windows are designed for a 10-pound pull. If sticking occurs or excessive pressure is required to open or close a window, apply a silicone lubricant, available at hardware stores. Avoid petroleum-based products and especially WD-40.

WEEP HOLES

In heavy rains, water may collect in the bottom channel of window frames. Weep holes are provided to allow excess water to escape to the outside. Keep the bottom window channels and weep holes free of dirt and debris for proper operation.

WINDOW WELLS

Window wells are a structural element that serves several purposes, including providing emergency egress, helping prevent moisture damage to basement windows that are at or below

grade, and allowing sunlight into below-grade rooms.

CLEANING

Snow, debris, and leaves can pile up in your window well. If left unattended, they can prevent proper water drainage, which could damage windows and allow water to enter your basement. Regularly clean your window well to ensure water can properly drain.

CONNECTORS

Regularly inspect connectors and the area where the window well connects to the exterior of your home (while you are cleaning is a great time to do this). Over time, weather cycles and natural expansion and contraction can cause the connectors to become loose and/or can cause cracks in the exterior material where the window well is connected. Tighten loose connections and fill any cracks immediately to prevent more damage and water from entering your home.

FILL MATERIAL/ROCKS

Liberty Homes fills window wells with materials according to code, and it is inspected to ensure compliance. Materials may vary slightly due to availability, including from window well to window well on the same home. Over time as you clean out debris and do other maintenance work, the fill material may need to be replenished or replaced. Replenishing or replacing fill material is homeowner maintenance.

GRADING, GUTTERS, AND DOWNSPOUTS

Water naturally flows to lower areas of a yard. Because window wells are one of the lowest points in the yard, water may flow into and fill your window wells if there is not proper grading and drainage. It is your responsibility to maintain proper grading so water flows away from your home. Also, make sure gutters and downspouts are clear of debris and positioned correctly. See Grading and Drainage and Gutters and Downspouts.

HEAVY RAIN OR SNOW

During heavy precipitation periods, window wells can get waterlogged. You should inspect window wells after heavy rain or snow for pooling water or damage. If there is standing water in your window wells, remove it immediately. If water has entered your basement and caused damage due to heavy precipitation, consult your insurance company. Following heavy snow events, clear snow out of the window wells as soon as possible to prevent excess water in the wells from snow melt.

WOOD TRIM/STRUCTURES

INTERIOR WOOD TRIM

Shrinking of wood trim occurs during the first two years of installation or longer, depending on temperature and humidity. All lumber is more vulnerable to shrinking during the winter, when the heater is used more frequently. Maintaining a moderate and stable temperature helps to minimize the effects of shrinking. Wood will shrink less lengthwise than across the grain. Wood shrinking can result in separation at joints of trim pieces. You can usually correct this with caulk and touch-up paint.

Shrinking may also cause a piece of trim to pull away from the wall. If this occurs, drive another nail in close to but not exactly in the existing nail hole. Fill the old nail hole with putty and touch up with paint as needed. If the base shoe (small trim between base molding and the floor) appears to be lifting from the floor, this is probably due to slight shrinking of the floor joists below. Again, you can correct this condition by removing the old nails and re-nailing. We recommend waiting until after the first heating season to make any needed repairs, which will allow you to do them all at one time. See also Expansion and Contraction.

EXTERIOR WOOD STRUCTURES

Wood is a porous, natural product that requires on-going maintenance. Due to the moisture and temperature extremes found in Utah, natural building materials such as wood are subject to repeated expansion and contraction. This can result in warping or shrinking of wood materials. To minimize these effects, sealing wood is required and needs to be done as soon as possible. This can be done by painting, staining, or using a water repellant sealing product. Sealing may not prevent minor cracks, warping, or shrinkage, which is part of the normal aging process, but it can help minimize these effects and prolong the life of the wood.

To ensure wood remains in good condition, regular maintenance of wood structures is needed:

- Check your porch posts and deck posts, beams, and joints because they are near ground level and covered by decking or other materials, so they are particularly prone to rotting.
- Check all support beams and surfaces each spring as the ground thaws. Melting snow and ice can damage wood.
- In addition to sealing the wood immediately after move-in, you will need to re-seal it regularly. Follow manufacturer guidelines on the sealant you use for how often to re-seal.

If any exterior wood is showing signs of distress, you should take certain precautions so the wood does not rot. We suggest using a stain for the best sealant. However, if the wood has already been painted, you should scrape off the old coat of paint, remove debris, and repaint. Be careful when painting wooden steps because the steps can be very slippery in cold weather. You should replace any wood that has rotted. This will prolong the life of the wood surrounding the rotted area.

CHECKLIST: REGULAR MAINTENANCE

WEEKLY

Carpeting

- ☐ Vacuum all carpeting at least weekly. Dust and sand particles in the carpet can cause fibers to break down prematurely under normal traffic.

MONTHLY

Air Conditioning & Heating

- ☐ Check your filter and replace if needed

Cabinets

- ☐ Check alignment of cabinet doors and tighten when loose.

Caulking

- ☐ Check caulking and repair as needed. This includes caulking around doors and windows.

Concrete

- ☐ Check for heaving, cracking, and crumbling

Exterior

- ☐ Check all walls for animal infestations, holes, and piles of dead bugs
- ☐ Trim any plants growing near your home, especially those making contact with your home
- ☐ Check stucco for small cracks and make repairs as needed
- ☐ Check for stones for crumbling, missing stones, and mortar deterioration
- ☐ Check siding panels and fix any loose ones

Faucets & Drains

- ☐ Check for proper flow of water. If the flow is reduced, remove and clean the aerator screens. Aerators may require more frequent cleaning during the first 60 days after move-in and if you have hard water.
- ☐ Flush hot water, baking soda, and vinegar down drains to eliminate odors and prevent clogs

Foundation

- ☐ Check for water leakage in basement and ensure outside grade directs water away from the foundation.
- ☐ Check for cracking and crumbling

GFCI Devices

- ☐ Check all GFCI outlets and devices for proper operation by pushing the test button on the device. An inexpensive outlet tester can also be used to check GFCI's.

Gutters

- ☐ Check gutters for clogs, rust, and rot

Landscape & Irrigation System

- ☐ Check sprinkler system for broken or misadjusted sprinkler heads. Adjust automatic timer for seasonal changes. Check lawn and plants for over watering or under watering.

Mold/Mildew

- ☐ Check roof, windows, water pipes, and drain pipes to ensure there is no mold or mildew growth.

Paint/Stain

- ☐ Check painted and stained surfaces for peeling or blistering

Pests

- ☐ Mice/Rats: Check for rodent droppings, mice tracks, and things that have been gnawed on
- ☐ Termites: Check for dirt tunnels, holes, wood, and dead termites

Plumbing

- ☐ Check for leaks around water supply lines and valves connected to sinks, toilets, refrigerators, and clothes washers

- ☐ Check all faucets for leaks or drips.
- ☐ Check around the water heater for leaks.
- ☐ Check toilets to make sure they shut off completely when the tank refills after flushing.
- ☐ Check crawl spaces for water leaks

Range Hood

- ☐ Remove and clean the filters. Clean accumulated grease and dust from fan housing.

Smoke/Carbon Monoxide Detectors

- ☐ Test all detectors to ensure they are working properly

Ventilation

- ☐ Check all exhaust vents to ensure they are not blocked

Water Softener

- ☐ Check salt level and refill when low

Windows

- ☐ Check for window sweat, rotten wood, out of line hardware, and paint damage and make any needed repairs

BI-MONTHLY

Exterior Doors

- ☐ Lubricate hinge pins with small amount of silicone spray. Avoid using oil-based products as they will attract dust. Inspect finish for cracks or peeling and refinish as needed. Touch up paint on painted exterior doors as needed.

Wood Cabinetry

- ☐ Treat wood surfaces with high-quality wood furniture product. Avoid using products containing lemon oil. Also check cabinet door hinges, drawer glides, and pulls to assure screws are secure. Lubricate moving parts as needed with a small amount of silicone spray.

QUARTERLY

Garage Doors

- ☐ Lubricate hardware and rollers. Inspect mechanism for free travel. Test the auto reverse mechanism and sensors on the garage door openers. Do not attempt to make adjustments to overhead springs or openers yourself. Call a garage door professional if adjustments are necessary.

Interior Doors

- ☐ Lubricate hinge pins with small amount of silicone spray.

Windows

- ☐ Check for proper operation. Lubricate rollers and locks with silicone spray as needed.

SEMI-ANNUALLY

Air Conditioning and Heating

- ☐ Clean all vents and registers. Make sure outside units are clear of plants, grass, or anything that may block proper airflow.

Doors/Hardware

- ☐ Tighten any loose screws on the door lock set and hardware
- ☐ Lubricate squeaky door hinges

Garage Doors

- ☐ Oil the moving parts of garage doors

Rain Gutters

- ☐ Inspect gutters and remove any debris that could cause blockages.

Shower Doors and Tub Enclosures

- ☐ Inspect for proper fit. Adjust if necessary. Inspect caulking and re-caulk with silicone caulk if necessary.

Sliding Glass Doors

- ☐ Clean door tracks, then apply a silicone spray (be sure to protect surrounding floors as silicone can cause discoloration)

Smoke/Carbon Monoxide Detectors

- ☐ Replace batteries in all your detectors and test once batteries have been replaced to ensure proper operation

Tiled Surfaces

- ☐ Inspect tile for loose or missing grout and re-grout if necessary. Especially on exterior walls, it is normal for gaps to occur, such as between the wall and countertop backsplashes. Check caulking at tile backsplashes, tub surrounds and sinks. Re-caulk as necessary using a silicone-based tub and tile caulk.

Water Heater: Traditional Tank

- ☐ Drain water from tank water heater to remove debris and check for and clean out any lint and dust

Windows

- ☐ Check weather stripping around windows and replace as needed
- ☐ Ensure windows open and close smoothly. Clean and lubricate the tracks with a silicone spray if needed.
- ☐ Inspect window screens and replace if you see visible signs of damage

ANNUALLY

Attic

- ☐ Inspect attic for blocked soffit vents or displaced insulation that is causing gaps
- ☐ Look for signs of a roof leak
- ☐ Check for hints of insect and rodent infestations

Carpeting

- ☐ Deep clean as needed per manufacturer's recommendations.

Concrete

- ☐ Make sure trees are not growing too close to the concrete

Doors/Hardware

- ☐ Check for doors warping, alignments, and proper seal
- ☐ Repair or replace weather stripping on exterior doors that fail to prevent airflow

Dryer

- ☐ Clean lint out of dryer vents

Exterior Stucco, Wood Paint

- ☐ Inspect for cracked or peeling paint. Check stucco and wood surfaces for excessive cracking. Caulk or fill large cracks and touch-up or repaint if necessary.

Garage Doors

- ☐ Check garage door for leaks, warping, and bent parts

AS NEEDED/PERIODICALLY

Cabinets

- ☐ Apply a wood protecting agent to cabinets and hardwood stair rails.

Concrete

- ☐ Check for pooling water after any heavy rains

Drywall

- ☐ Repair cracks and holes

Garage Doors

- ☐ Tighten loose screws

Paint

- ☐ Repair discolored and chipped paint

Stain

- ☐ Repair discolored and worn stain

SEASONAL CHECKLISTS

WINTER

Roof

- ☐ Inspect periodically to ensure there are no ice dams or snow buildup that may create other issues in your home

SPRING

Air Conditioning & Heating

- ☐ Before first use, check for leaks and clean the condenser, including removing any debris around it, and make sure it is level

Gutters

- ☐ Clean gutters and downspouts to ensure water drains properly

Roof

- ☐ Check roof shingles for cracks and damages
- ☐ Check metal flashing for rust and caulk as needed

Sprinklers

- ☐ Once there is no longer a chance for freezing temperatures, de-winterize your system and run it to ensure there are no breaks in pipes or broken sprinkler heads

Windows

- ☐ Clean all windows, screens, and hardware. Check screens for damage and make any needed repairs

Wood Structures

- ☐ Check condition of pillars, deck structures, and any other exterior wood surface

SUMMER

Roof

- ☐ Trim trees that grow too close to home

FALL

Air Conditioning & Heating

- ☐ Schedule an inspection with a professional HVAC technician to ensure your system is working properly before winter heating season begins

Concrete

- ☐ Repair any cracks or chips in driveways and sidewalks

Doors

- ☐ Check weatherstripping and thresholds and replace or adjust as needed to keep cold air out of your home

Exterior

- ☐ Weatherproof your home ahead of the winter season: Fill in cracks in exterior products, caulk around doors and windows, and add weatherstripping
- ☐ Cover or remove outdoor furniture to protect it from winter weather
- ☐ Prune trees and branches that could break and damage your home during winter storms
- ☐ Check grading and drainage and make sure your landscape slopes away from your home

Fireplace

- ☐ Have a safety and maintenance inspection for gas fireplaces

Gutters

- ☐ Clean gutters and downspouts to ensure water drains properly

Sprinklers/Outdoor Faucets

- ☐ Winterize your sprinkler system, turn off faucets, and disconnect any hoses