

12-16-96

'95 DEC 16 11:03

DEPT. OF ADMIN.
PL 00



Your Homeowner's Manual

**Important information that will help you
enjoy and care for your Redman home**



2550 Walnut Hill Lane, Suite 200
Dallas, Texas 75229

Dear Homeowner:

It is a pleasure to welcome you to the growing family of Redman homeowners. You'll find your investment in Redman quality will pay off with years of comfortable, enjoyable living.

Whether you are a first-time or an experienced homeowner, we know you take a great deal of pride in your home and want to make the most of your investment. This Homeowner's Manual was prepared to help you take full advantage of the many features built into your new home and to give you helpful information on caring for your home.

This manual also contains essential safety information. To protect yourself, others, and your home, we urge you to read all safety-related information about your home.

We are also very interested in hearing from you. We would appreciate your taking a few minutes to fill out the questionnaire that came with this manual. Please provide any additional comments you have about your home, your retailer or developer, and about this manual. What do you like? How may we better serve you? We've been listening carefully to Redman home buyers since we started building homes in 1937. Their comments have been invaluable in helping us provide the quality and features that make Redman a leader.

Thank you for the tremendous vote of confidence you gave us when you chose a Redman home. We will work very hard to make sure you will always be convinced you made the right decision when you chose Redman.

Sincerely,

Redman Homes



Customer Satisfaction Survey

Name: _____

Address: _____

City/State/Zipcode: _____

No. in Family: _____ Income: _____

Age of Head of Household:

- under 21 21-30 30-40 41-55 over 55

Sales Center Name: _____

Address: _____

City/State/Zipcode: _____

Date Purchased: _____

Serial Number: _____

- Single Section Multi-Section Modular

1. Please check the first thing that made you think about buying a manufactured home: (check **one**)

- advertisement convenience
 friend bought one requires less maintenance
 someone recommended
 other - please specify _____

2. Did you talk with anyone who lives in a manufactured home before you made your buying decision?

- yes no

3. What attracted you to the sales centers that you visited?

- television someone recommended
 local newspaper banner on sales center
 radio location
 yellow pages just driving by
 billboard appearance of sales center
 other - please specify _____

4. What influenced you to buy your home from a particular sales center?

- price knowledgeable salesperson
 financing reputation
 selection courteous service
 other - please specify _____

5. When visiting a sales center, which tour options did you prefer?

- A guided tour of the homes with a presentation by salesperson at each home
 A guided tour of homes with the salesperson available to answer questions
 A guided tour of homes with the salesperson, then view homes on your own
 No guided tour - view at your own pace

6. How would you prefer to identify financing possibilities, credit level and potential price range?

- sit down & discuss before touring homes
 sit down & discuss after touring homes
 either is acceptable

7. When discussing price or financing arrangements, do you prefer to speak with a salesperson:

- on the sales floor
 in a private office, or
 either is acceptable

8. What other housing options did you consider?

- apartment modular home
 condominium site-built home
 rental house other manufactured homes

9. Why did you decide to buy a manufactured home?

10. Why did you buy a Redman home?

- price quality construction
 floorplan/layout retailer recommendation
 decor reputation of Redman Homes
 other - please specify _____

11. Would you buy another home from the same retailer?

- yes no

Why? _____

12. Would you buy another Redman home?

- yes no

Why? _____

13. Would you recommend a Redman home to a friend?

- yes no

14. Is this your first new home purchase?

- yes no

15. Is your new home your primary residence?

- yes no

16. Where is your new home located?

- rental community leased or rented land
 your own land

17. Is your home set up on:

- basement pilings footer
 crawlspace slab
 other _____

18. Which of the following items were important to you in selecting your home?

- | | |
|--|---|
| <input type="checkbox"/> utility room | <input type="checkbox"/> garden tub |
| <input type="checkbox"/> fireplace | <input type="checkbox"/> washer & dryer |
| <input type="checkbox"/> bay windows | <input type="checkbox"/> tape & texture |
| <input type="checkbox"/> vaulted ceiling | <input type="checkbox"/> skylight |
| <input type="checkbox"/> air conditioning | <input type="checkbox"/> storm windows |
| <input type="checkbox"/> microwave oven | <input type="checkbox"/> separate family room |
| <input type="checkbox"/> wet bar | <input type="checkbox"/> separate dining room |
| <input type="checkbox"/> kitchen island | <input type="checkbox"/> ceiling fans |
| <input type="checkbox"/> walk-in closets | <input type="checkbox"/> walk-in pantry |
| <input type="checkbox"/> separate shower in master bath | |
| <input type="checkbox"/> door separating master bedroom from master bath | |

Please list other items that are important to you:

19. Were you satisfied with the setup of your new home?

- yes no

20. Did your retailer hook up your:

- | | | |
|---------------|------------------------------|-----------------------------|
| • water/sewer | <input type="checkbox"/> yes | <input type="checkbox"/> no |
| • gas | <input type="checkbox"/> yes | <input type="checkbox"/> no |
| • electricity | <input type="checkbox"/> yes | <input type="checkbox"/> no |

21. Prior to, or at the time of occupancy did your retailer:

- do a walk-through of the home with you? yes no
- explain warranty and maintenance? yes no
- give you a copy of the Redman Homeowners Manual? yes no
- give you a copy of the Manufactured Home Installation Manual? yes no

22. Was your home ready for move-in on the date promised?

- yes no

Overall Customer Satisfaction

The remaining questions are rated from Superior (5 points) to Poor (1 point). Please consider these questions carefully because the information will enable Redman Homes to better serve our homeowners.

**1 = Poor 2 = Below Average 3 = Average
4 = Above Average 5 = Superior**

Satisfaction with your home:

a. overall quality of components	1	2	3	4	5
b. overall quality of construction	1	2	3	4	5
c. exterior condition & cleanliness	1	2	3	4	5
d. interior condition & cleanliness	1	2	3	4	5
e. completeness of components	1	2	3	4	5
f. overall satisfaction	1	2	3	4	5

Are there any other comments you would like to make?

FOLD ON LINE

**Redman
Homes, Inc.**

2550 Walnut Hill Lane, Suite 200
Dallas, Texas 75229-5633



NO POSTAGE
NECESSARY
IF MAILED
IN THE
UNITED STATES

BUSINESS REPLY MAIL

FIRST-CLASS MAIL PERMIT NO. 8588 DALLAS, TX

POSTAGE WILL BE PAID BY ADDRESSEE

REDMAN HOMES, INC.
2550 WALNUT HILL LN STE 200
DALLAS TX 75229-9979



Table of Contents

Subject	Page
HOW TO USE YOUR HOMEOWNER'S MANUAL _____	1
Data Plate	
Homeowner Information Card	
Protection of Windows and Doors in High Wind Areas	
Homeowner Insurance	
YOUR REDMAN LIMITED WARRANTY _____	2
How to Save Time _____	2
How to Get Warranty Service _____	2
Homebuilding Location Guide	
YOUR NEW REDMAN HOME _____	4
Siting Your Home _____	4
Foundation and Ground Anchors	
Water Inlet Regulator	
Heat Tape	
Utilities _____	5
Fuel Systems _____	5
Oil Systems	
LP and Natural Gas Systems	
Water Heaters _____	5
Gas Ranges _____	5
Electrical System _____	6
Tires and Wheels _____	6
HOW TO CARE FOR YOUR HOME _____	7
Care of Your Home's Exterior _____	7
Siding	
Repainting	
Damaged Siding	
Caulking	
Locks and Doors	
Roofs	
Metal Roofs	
Composition Shingle Roofs	
Tile Roofs	
Care of Your Home Site _____	8
Leveling	
Skirting or Perimeter Foundation Ventilation	
Vapor Barriers	
Animals	
Landscaping	

Table of Contents

Subject	Page
Care of Your Home's Interior _____	8
Natural Wood and Plywood Walls	
Vinyl-Coated Wood, Drywall and Hardboard Walls	
Windows	
Doors	
Floors	
Painted Ceilings	
Acoustical Ceilings	
Wood-Fiber Ceilings	
Cabinet Drawers	
Porcelain Enamel	
Molded Lavatory Tops and Shower Enclosures	
Door Knobs, Hinges, Latches, and Other Hardware	
Central Heating and Air Conditioning	
Oil Furnace Maintenance	
Water Heaters	
Gas Water Heaters	
Winter Protection	
Electrical Circuits	
Condensation _____	10
Owner Care Checklist _____	13
RELOCATING YOUR HOME _____	14
Preparing Your Home for the Move _____	14
Purchase Physical Damage Insurance _____	14
Packing _____	14
HOME SAFETY _____	15
Egress Windows	
Exit Doors	
Smoke Detectors	
Fire Safety Tips _____	15
Things to Know and Remember	
The Nature of Fires	
IMPORTANT NOTICES _____	18
National Manufactured Housing Act _____	18
Department of Housing and Urban Development _____	18
Formaldehyde _____	18
State Administrative Agencies (SAAs) _____	19
Homeowner's Move-In Checklist _____	20
Local Service References _____	23

HOW TO USE YOUR HOMEOWNER'S MANUAL

We have made every effort to arrange your *Homeowner's Manual* to make it easy to find the information you need. Broad subject areas are covered in the Table of Contents.

Your *Homeowner's Manual* is part of the Homeowner Information Package you should receive from your retailer. The Package includes:

- Your Limited Warranty Statement
- Manufactured Home Installation Manual which gives detailed information a qualified installer will use to properly site and level your home
- An instruction manual for each major appliance installed in your home
- A manufacturer's warranty for each major appliance installed in your home
- Instruction manuals for your heating and cooling system
- Manufacturers' warranties for major components of your heating and cooling system
- An instruction manual for your water heater
- A manufacturer's warranty for your water heater

If any of this information is missing, please contact your retailer or developer for replacements.

New products and new construction techniques are continuously introduced by Redman to further enhance the quality and value we build into our homes. If features that require new or revised instructions have been introduced since this manual was printed, you will find the new information inside the back cover of this manual.

Data Plate — A completed Data Plate for your home is located at the main electrical panel, in the utility room, in a bedroom closet, or in a cabinet in the kitchen. The Data Plate provides various identification numbers and identifies the wind zone, roof load zone, and climatic zone for which your home was designed. Maps, included on the Data Plate, geographically identify the wind, snow, and climatic zones for the United States. Your home should not be located in or relocated to a zone which has requirements exceeding those for which it was designed. For more detailed information, refer to the Manufactured Home Installation Manual which was included in the home at the factory.

Homeowner Information Card — A Homeowner Information (registration) Card is included as a part of the Manufactured Home Installation Manual which was included in the home at the factory.

Protection of Windows and Doors in High Wind Areas — Instructions for at least one method of protecting primary window and exterior door openings in high wind areas are included as a part of the Manufactured Home Installation Manual which was included in the home at the factory.

Homeowner Insurance — Prior to the time you move into your home, you should purchase the appropriate homeowner's insurance for your needs. Discuss your insurance coverage with your insurance advisor.

- 1) Homeowner's policies typically cover damage to your home and the appurtenant structures as a result of perils normally insured under a general homeowner's policy (e.g. fire, lightning, wind, vandalism, etc.). Additionally, coverage is often provided for personal property, additional living expenses, personal liability, and medical payments.
- 2) Where manufactured homeowner's policies are not offered, individual policies covering property damage to your home, loss of personal property, personal liability, and medical payments may be available.

Important Safety Information

Throughout your Homeowner's Manual, you will find safety information in boxes like this. We provide this information because we are very concerned for the safety of each Redman homeowner. So please read the boxed information carefully and follow the instructions provided. If you have any questions about the information, contact your retailer or developer, or Redman Homes before you start any procedure that could affect your safety, the safety of your family, the safety of people working on your home, and the safety of your home.

YOUR REDMAN LIMITED WARRANTY

Your new home is covered by a limited warranty. The plumbing, heating, fire safety, and electrical systems, the structure, and all appliances and equipment installed by Redman Homes, Inc. (the "Manufacturer"), are warranted by the Manufacturer, under normal use to be free from manufacturing defects in material or workmanship, except as provided in the written limited warranty. Your new home is also warranted to have been designed and constructed in accordance with applicable Federal Manufactured Home Construction and Safety Standards.

This limited warranty extends to the first retail purchaser and his transferee(s) ("Owner"), begins on the later of the date of original retail purchase or the date of delivery, and extends for a period of one year from that date. A copy of your complete limited warranty is included in your Homeowner Information Package. If it is not, contact your retailer for a copy.

How To Save Time

There is no question that Redman Homes and your retailer or developer want you to be delighted with your new home and will do everything possible to make sure you are.

Our experience has shown us that homeowners are much more satisfied if they make a list of items that need warranty service before they call. Making a list saves the homeowner time, and items are not forgotten. You can have everything taken care of with one call.

Homeowners should take care of minor adjustments themselves. It takes only a few seconds to tighten a loose screw or to redrive a loose nail. Stopping a minor plumbing leak often is a simple matter of tightening a connection that may have worked loose.

How To Get Warranty Service

Your retailer should be your first contact for warranty service. So that your retailer can provide the best possible service, you should make a written list of your service needs. Your list should include the serial number of your home, the date your home was purchased, your address, your telephone number, your name, and your signature.

You will find your home's serial number on the Home Data Plate.

Your retailer or developer will provide the service required, or they will contact Redman for any special warranty needs.

If you can not contact your retailer, or in the unlikely event your retailer does not satisfactorily respond to your request, contact the location where your home was constructed. The first three digits of your serial number identify the location. The table on the following page provides the address for the location that built your home.

Please contact the homebuilding location in writing and include the same information you provided your retailer or developer.

If you are still not satisfied after contacting the homebuilding location, we want to hear from you at our headquarters. To make sure we understand the situation, please contact us in writing, describing the problem and the attempts made to solve it.

Write:

National Service Coordinator
Redman Homes, Inc.
2550 Walnut Hill Lane, Suite 200
Dallas, Texas 75229-5672

Homebuilding Location Guide

The first three digits of your home's serial number identify the location where your home was built. You will find the serial number on your home's Data Plate, located at the main electrical panel, in the utility room, in a bedroom closet, or in a cabinet in the kitchen.

First Three Digits of Serial Number	Homebuilding Location	First Three Digits of Serial Number	Homebuilding Location
112	Redman Homes, Inc. 302 Redman Drive P.O. Box 95 Topeka, IN 46571-0095 219/593-2962 800/777-6637	137	Redman Homes, Inc. 302 Redman Drive P.O. Box 95 Topeka, IN 46571-0095 219/593-2962 800/777-6637
114	Redman Homes, Inc. Hwy. 280 East P.O. Box 319 Richland, GA 31825-0319 912/887-3386 800/866-2010	138	Redman Homes, Inc. 2509 Cox Mill Road P.O. Box 2686 Sanford, NC 27330-2686 919/258-3321 800/868-2544
118	Redman Homes, Inc. 1204 Mill Street Silverton, OR 97381-1199 503/873-6381 800/826-4788	139	Redman Homes, Inc. 16620 Air Base Road Maxton, NC 28364 910/844-5055 800/967-5055
122	Redman Homes, Inc. Garden Spot Road P.O. Box 428 Ephrata, PA 17522-0428 717/733-7941 800/733-6267	143	New Century/Signature 308 Sheridan Drive P.O. Box 9 Topeka, IN 46571-0009 219/593-2962 800/777-6637
123	Redman Homes, Inc. Hwy. 31 West P.O. Box 1330 Athens, TX 75751-1330 903/675-5784	146	Redman Homes, Inc. 1602 Industrial Park Drive Plant City, FL 33567 P.O. Box SS Plant City, FL 33564 813/754-1577 800/329-1577
125	Redman Homes, Inc. 501 S. Burleson Blvd. Burleson, TX 76028 P.O. Box 549 Burleson, TX 76097-0549 817/572-1341	147	Redman Homes, Inc. 10194 Lorraine Road P.O. Box 3309 Gulfport, MS 39505 601/896-8483 800/748-7002
135	Redman Homes, Inc. 400 East Ray Road Chandler, AZ 85225-9783 602/963-8164	165	New Century/Signature 308 Sheridan Drive P.O. Box 9 Topeka, IN 46571-0009 219/593-2962 800/777-6637

YOUR NEW REDMAN HOME

Certainly, you are eager to begin enjoying your new home. Before you move in, however, you should do four things:

- 1) Ask your retailer or developer to tell you how to get emergency service for each appliance, your heating and cooling system, and your utilities – electric, gas, and water. For quick reference, the information should be recorded on the form on Page 23 of this manual.
- 2) Ask your retailer or developer to show you how to operate all major appliances, your heating and cooling system, and your water heater. If you have any questions about information in any of the manuals for your appliances, heating and cooling system, or water heater, ask your retailer or developer for clarification.
- 3) Purchase insurance for protection against physical damage to your home, loss of contents, and liability for accidents on your property. In most areas, a standard homeowner's policy provides the protection you need.
- 4) Make a thorough inspection of your home to make sure it has been properly installed and that all components are in working order.

Use the "Homeowner's Move-in Checklist" provided on Page 21 of this manual to make sure you cover all areas during your inspection. It is similar to the one your retailer will use when he inspects your home. If you find an item that appears to need service, make a note of it and contact your retailer or developer. If additional assistance is needed, information in the "Your Redman Limited Warranty" section of this Manual tells you how to proceed.

(You will also find the checklist handy for inspecting your home after a long absence.)

Siting Your Home

Because proper installation is so critical to preventing damage to your home, it is essential that your home be installed, leveled, and anchored by a qualified installer. Your installer should carefully follow the instructions in the *Manufactured Home Installation Manual* that is part of your Homeowner's Information Package.

Many localities and states require procedures that may differ from those in the *Manufactured Home Installation Manual*. Costs of complying with local requirements is the homeowner's responsibility and are not covered by the Redman warranty.

Proper installation is the homeowner's responsibility. Problems caused or related to the transportation or installation of your home are not covered by your warranty. That is why it is important to make sure your home has been set level on a firm foundation. If your home is not level – and kept level – structural stain could occur.

Warning

Homes weigh several tons. During all installation procedures, make absolutely certain support blocking is used to protect workers and the structure. Never allow anyone under the home unless blocking is in place that will safely support the weight of the home.

Foundation and Ground Anchors – Have a qualified person inspect your ground anchors and foundation within three months after you move in and again six months after you move in. After that, you should have your ground anchors and foundation inspected at least once a year.

If ground moisture is likely to be present on your site, have a vapor barrier placed on the ground under your home to reduce condensation problems.

Water Inlet Regulator – Install a regulator in your home's water inlet to limit pressure to 80 psi. Failure to install a regulator can cause plumbing breaks and water damage.

Heat Tape – If you live in an area where temperatures drop below freezing, install an approved water inlet heat tape to keep water lines from freezing. If you live in an area with prolonged periods of freezing temperatures, the water supply line to your home should be installed below the frost line and the pipe rise should be insulated.

Utilities

FUEL SYSTEMS

Oil Systems – Heating oil for your furnace will come either from an individual storage tank near your home or through a centralized distribution system that serves several homes.

If you have an individual tank, it must be installed so oil will gravity flow to your furnace. The top of the tank can be no higher than 8 feet above the furnace oil control. The bottom of the tank can be no less than 18 inches above the oil control. A manually operated, accessible, approved shut-off valve must be installed at the outlet of the oil tank. If you will be on a centralized system, a connection to the system is all that is required.

In extremely cold climates, outside oil lines should be insulated to keep oil from congealing.

During summer months, your oil tank should be kept full to prevent condensation.

LP and Natural Gas Systems – In many areas, local or state regulations say how far the gas cylinder must be from your home. The LP Gas cylinder must be approved, certified and inspected for the application.

Never refill a gas cylinder that has been involved in a fire until it has been requalified and recertified for service according to the applicable regulations.

Do not turn on and use gas until your retailer, developer, installation crew, or licensed utility service representative has:

- 1) Checked all connections between the gas cylinder or natural gas supply line and the furnace, range, water heater and other gas appliances.
- 2) Made certain your gas furnace, your gas water heater, and your gas range all have the correct orifices. Unless otherwise specified, your gas furnace, gas water heater, and gas range have natural gas orifices. It is the homeowner's responsibility to make sure the orifices are changed before LP Gas is used.
- 3) Filled the LP Gas tank.
- 4) Charged the lines with gas.
- 5) Reinspected all connections for leaks.

Water Heaters

If you have an electric water heater, make sure the heater is filled with water *before* energizing the water heater electrical circuit to avoid damaging the heating element. Heating elements damaged by energizing the circuit before the heater is filled with water is not covered by your warranty.

Unless otherwise noted, your gas water heater has a natural gas orifice. If you have LP Gas, the orifice must be changed by a qualified service person.

Before lighting the heater, make sure the flue pipe and draft hood have been properly installed.

Gas water heaters are installed in an isolated compartment which has been sealed to prevent combustion fumes from entering the living space or the water heater must be a sealed combustion design. Before the heater is lit, it is extremely important that the flue pipe installation be checked to make sure it is in place and the draft hood is properly installed. Under no condition should this draft hood be blocked off so that adequate air flow is impaired. Gas water heaters are installed with a natural gas orifice unless otherwise specified. For a change to LP gas, it is the home owners responsibility to have the proper orifice installed by a qualified LP gas service person. Changing of an orifice is a home owner responsibility and is not covered by the home limited warranty.

Caution:

It is extremely important that the proper orifices are installed in each gas appliance for whatever type of gas you will be using. Refer to the Manufactured Home Installation Manual.

Gas Ranges

Gas cooking ranges are installed with a natural gas orifice unless otherwise specified. For a change to LP gas, it is the home owners responsibility to have the proper orifice installed by a qualified LP gas service person. Changing of an orifice is a home owner responsibility and is not covered by the home limited warranty.

Do not make your own gas connections. This could be very dangerous. Call the retailer from whom you purchased your home and request assistance. Your retailer should be able to direct you to a qualified gas technician who can hook up your gas appliances and will be qualified to check the piping for any possible leaks.

Have a service technician check the range burners, all pilot lights and adjustments. Improper adjustments here can cause unsatisfactory operation and pilot light failures.

Proper gas pressure is important, too. Any considerable variation from normal will adversely affect the stability of the pilot light.

Caution

Although many ranges are built to accommodate either natural or LP gas, the proper size orifice must be installed to accommodate the fuel being used.

Electrical System

Your home requires a 120/240 volt electrical supply with a ground conductor. For your protection, your home must be properly grounded. Grounding to a rod, water pipe or metal stabilizer will not provide the protection you need. The only safe and approved method of grounding your home is through the electrical grounding bar in the power supply panel box. See your *Manufactured Home Installation Manual* for details.

Your home has several different electrical circuits to minimize the potential for overloading any single circuit.

There are two or more general lighting circuits rated at 15 amperes each. These circuits supply wall receptacles and light fixtures in the living room, bathrooms and bedrooms.

Two portable appliance circuits rated at 20 amperes each provide service for the kitchen, dining room, and den.

General appliance circuits are installed for your furnace, water heater, range, central or room air conditioners, and the laundry area. These circuits are rated for the intended appliances.

Tires and Wheels

Any tires still in place should be set on boards to protect them from the soil and should be kept inflated.

To prevent corrosion damage to the wheel bearings, the hubs and wheel bearings should be cleaned and repacked with grease. To keep damaging moisture out, make sure no voids are left in the hub.

HOW TO CARE FOR YOUR HOME

As is true with any home, your Redman home requires regular maintenance to maintain its value, its appearance and its integrity. Your Redman home has been designed to make maintenance simple and easy.

Maintenance is the homeowner's responsibility and is not covered by your warranty. Damage caused by lack of maintenance also is not covered by your warranty.

Most maintenance requirements can be handled by the homeowner. A set of standard tools – a hammer, screw drivers with assorted tips, standard pliers, slip-joint pliers, and a set of open-end wrenches – is all that is required in most cases.

Care of Your Home's Exterior

Siding – Age and exposure to the elements will cause any finish to deteriorate. You can significantly slow deterioration by regularly washing wood or metal siding with soap and a cloth or soft brush, then rinsing with clear water. Metal sidings also can be waxed to extend finish life.

If your home is near the seashore, regular washing to remove salt deposits is particularly important. If your home has a metal exterior, it should be washed and polished every few months to prevent damaging salt deposits.

Several cleaners for painted metal have been designed to remove scum, oil, and tree sap that normal washing can't remove. Do not use naphtha or gasoline to clean siding. Not only are these products extremely dangerous to use, they can soften your finish.

Mildew and mold growths should be killed and removed as soon as they are discovered. They can grow through paint, so they must be removed before repainting. Commercial solutions are available or you can make your own with 2/3 cup of trisodium phosphate (available from paint and hardware stores), 1/3 cup laundry detergent containing no ammonia, 1 quart of liquid bleach, and 3 quarts of water.

Wear rubber gloves and goggles when you apply this solution.

Repainting – Engineered and natural wood sidings have excellent refinishing characteristics. In repainting the siding use only a high quality exterior acrylic latex paint and adhere strictly to the manufacturer's preparation, application, cure time and temperature guidelines. The longevity and good appearance of

siding on your home is dependent on periodic painting.

From time to time horizontal panel movement may be apparent as climatic changes occur. All siding materials are subject to expansion and contraction as humidity increases or decreases. Wood siding has a shiplap joint at the edges which allows expansion and contraction across the width of the panel. During very dry periods, panel contraction may occur. This condition may reveal a narrow unpainted stripe at the joint between panels. In this event the unpainted area on the underlap can readily be painted using a small V-shaped foam roller or a narrow brush which will keep touch-up paint contained to the smallest area possible, minimizing any color differences between the new and old paint

During times of contraction, nail break-out at the overlap edge and nail popping between edges can occur. Repair of these areas or any other area of the siding that is damaged may be done by removing any loose material, adding nails and re-setting all nails, just below the surface, and filling the depression with a high quality, exterior grade, flexible caulk, after the caulk has cured, repaint the repaired areas to match the house color.

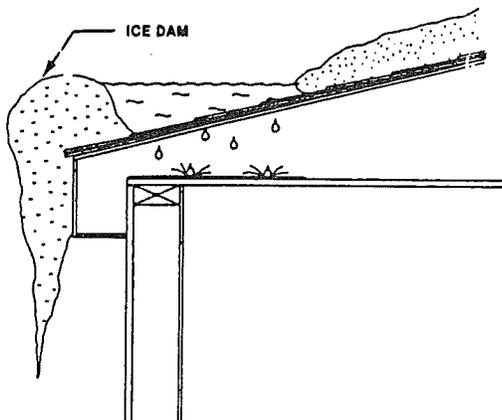
Caulking – Crevices, corners, seams, moulding, windows, doors, and roof vents are all sealed with an elastic caulking compound. The caulked areas should be inspected yearly to make sure cracks have not developed. If a crack is found, the old caulking should be removed and the area cleaned and recaulked.

Locks and Doors – Lubricate lock mechanism occasionally with powdered graphite. If your door's latch bolt and door strike become misaligned, they should be realigned.

Roofs – All roof seams, vents, flashings, moldings, stacks, and caulked joints should be inspected and resealed at least once a year. Damaged components should be repaired or replaced. Caulking or sealing should completely cover all fasteners used with moldings, stacks and vents. Use only high-quality sealants and caulking that remains flexible after installation. Any debris on the roof should be removed during inspection and any tree branches brushing against the roof should be trimmed.

Snow and ice buildup should be closely monitored. If an ice dam forms on your eaves, a pool of water can build up on the roof's surface. The water can penetrate the roof, soak the insulation, and stain the ceiling panels. If an ice dam begins to form, it is essential to

take immediate steps to correct the problem. Your warranty does not cover damage that results from an ice dam.



Metal Roofs – For maximum life, your roof should be coated with a good quality preservative at least every other year and preferably every year.

Your roof should be inspected twice a year for leaks, breaks, or openings, and for loose nails or screws. If rust, breaks, and cracks are found, the areas should be repaired by scraping and brushing the area, then coating it. Most inspection and repair work can be performed from a ladder without walking on the roof. No one should walk on your roof except when absolutely necessary. To minimize damage, use boards or plywood to form walkways and only walk on sections supported by rafters.

In some situations, strong winds may cause the roof to rumble. The situation usually can be corrected by liberally applying roof coating over the area. Sometimes, mixing a small amount of sand with the coating will provide the extra weight needed to prevent rumbling.

Composition Shingle Roofs – Your roof should be periodically inspected for torn, cracked or rolled shingles. Rolled shingles can be flattened and cemented down with an approved roof cement. Do not use a metal roof coating on composition shingles. Cracked and torn shingles should be replaced.

Tile Roofs – Periodically inspect your roof for cracked, broken and separated tiles. Damaged tiles should be replaced.

Care of Your Home Site

Leveling – In many areas of the country soil expands and contracts, and can even shift position. Your site

can also settle unevenly. These conditions can cause a home to no longer be level. If your home is not level, severe stress can develop. It is very important to monitor the level of your home. Typical symptoms are:

1. Buckling or loosening of walls, partitions, siding, ceilings, doors, floor, linoleum, carpeting, insulation, wiring, sinks, tubs, toilets, weather stripping, etc.
2. Leaking windows, doors, roof, ceiling, walls, floor, seams, and junctions generally caused from rain, snow, or moisture.
3. Improper closing, binding or sagging of windows, cabinets or doors.

Should releveling be necessary, corrective measures can be taken by having a competent and knowledgeable home mover or installer re-level your home in accordance with the *Home Installation Manual* which is included with your homeowner package.

Note: Leveling and Re-leveling are the responsibility of the homeowner or the installer.

Perimeter Foundation or Skirting Ventilation – The perimeter foundation or skirting should be vented to help protect against condensation which can cause serious damage. Do not block the vents in the perimeter foundation or skirting around your home.

Vapor Barriers – Make regular inspections to be sure tears or holes have not developed in any moisture barrier placed on the ground and in the moisture retarder on the underside of your home. If a tear or hole is found, it should be patched.

Animals – Do not allow pets or wild animals under your home. They can damage vapor barriers, power lines, phone lines, water pipes, gas pipes, and the bottom covering.

Landscaping – Prepare your shrubs, flower beds, and yard so that rain and irrigation water will not drain under your home. If your site is in a heavily wooded area, you can help protect your home from forest fires by clearing an area large enough to put the edge of the forest at least 30 feet from your home.

Care of Your Home's Interior

Cleaning and maintaining the inside of your home can not only enhance its appearance, it can also protect and enhance the value of your investment.

Natural Wood and Plywood Walls – These walls can be washed with a mild detergent or household cleaner.

A good cleaning polish, household wax or any oil soap can impart a rich, mellow sheen. Woodwork with a dull, natural finish should be cleaned with mild, soapy water, dried, then treated with wood oils such as lemon oil, olive oil or linseed oil.

Vinyl-Coated Wood, Drywall, and Hardboard Walls

– Surface dirt usually can be removed with a damp cloth or vacuum cleaner. Use a mild detergent solution for stubborn stains or grease spots. After cleaning vinyl-coated wood, apply a furniture wax for added beauty.

Windows – Periodically, open windows and clean around the casing. Spraying a silicone lubricant in the slide tracks can make windows easier to operate. If moisture collecting on the inside of windows in cold weather is a problem, installing storm windows may be a solution.

Doors – Your interior doors were installed with clearance at the top and bottom. The extra clearance allows heated and cooled air to circulate to return air vents. If a door binds, it may be a sign your home is not level.

Floors – Carpeting and vinyl floors will look better and last longer if they are cleaned or vacuumed regularly. Avoid excessive water when cleaning vinyl floors. Damage and wear to your floor covering after your home is delivered is not covered by your Redman warranty.

Painted Ceilings – A vacuum cleaner will remove loose dust or dirt. Smudges usually can be cleaned off painted ceilings with a cloth dipped in a mild soap solution and wrung dry. Marks can be rubbed with a very soft, white chalk, then wiped with a clean cloth. Deeper scratches may require more than one application. Apply touchup paint over the chalk. Spackling paste should be used to repair large or deep gouges. The paste should be leveled to the surface of the panel, then sculpted to match the panel's surface.

Painting will cover most stains. In some cases, stains can be bleached out with a 50/50 solution of chlorine bleach and water.

Acoustical Ceilings – Acoustical ceiling material mixes available from building supply retailers can be matched to your ceiling for minor repairs.

Wood-Fiber Ceilings – Dirt and fingerprints usually can be removed with a soft pencil eraser. If the eraser doesn't completely remove the smudge, soft white chalk rubbed over the spot will help conceal the smudge.

Cabinet Drawers – Overloading drawers can damage both the drawer and cabinet. Sticking drawers, in most cases, will move easier if tallow, bees wax, or bar soap is rubbed on the drawer guides. If heat, cold or excessive moisture causes the drawer to expand and stick, remove just enough of the adjacent wood to eliminate the binding.

Porcelain Enamel – Some kitchen sinks and the surface of some appliances have porcelain enamel finishes. It can be cleaned with soap or common household cleansers. Stains and discoloration often can be removed with a nonabrasive cleanser. Use chlorine bleach on stains that have been allowed to set for a long period of time. The bleach should remain on the stain for at least 30 minutes, then the area rinsed with water. Repeat if necessary.

Extreme heat can crack porcelain enamel. Never set hot cooking utensils on enamel - use a wire rack or hot pad to protect the enamel.

Patching materials for chipped or broken enamel are available from hardware stores.

Molded Lavatory Tops and Shower Enclosures – Do not use powdered, abrasive cleansers. They can dull, scratch and even corrode the finish. Instead, clean them with a soft household dishwasher detergent applied with a damp cloth. Rinse quickly to eliminate film deposits.

Be especially careful not to cut or tear the finish in the shower surround. Any damage or opening in the shower surround must be repaired immediately to avoid serious water damage to the underlying materials.

Door Knobs, Hinges, Latches, and Other Hardware

– You may have chrome, brass, antique copper, or painted hardware. Chrome hardware should be cleaned with a commercial chrome cleaner. Brass, antique copper, and painted hardware can be cleaned simply by wiping with a damp cloth. Do not use abrasive cleansers. Do not use chemicals of any kind because they may destroy the protective coating.

Central Heating and Air Conditioning – Your heating and cooling system operates most efficiently when the return air filter is kept clean. Reusable filters should be washed regularly and disposable filters should be replaced regularly. Never operate your system without the filter in place.

If service is required, call your retailer, developer, or a qualified heating and cooling contractor.

If you add air conditioning equipment to your home, use the services of a qualified contractor.

Oil Furnace Maintenance – Your furnace manual gives detailed instructions. It should cover the following areas:

- 1) Keep the fuel tank clean. Dirt or water in fuel oil retards flow and reduces furnace performance.
- 2) For vapor-type furnaces, install a filter between the oil supply and the furnace. Inspect it frequently and keep it clean.
- 3) Vaporizing-type furnaces should be cleaned at least once during the season or more often. Black, sooty smoke from the roof jack signals that cleaning is needed.
- 4) Regularly clean the blower. A linted, dirty blower can cause the blower motor to over-heat and fail.
- 5) If indicated in the manufacturer's instructions, oil the blower motor regularly.
- 6) Keep the flue pipe and roof jack free of excessive carbon deposits. Inspect the flue pipe and roof jack once a year for rusting and corrosion.
- 7) Replace the nozzle on a gun-type furnace each year. Ignition electrodes should be cleaned and adjusted at the same time.

Caution

If your oil or gas furnace needs an adjustment, contact a qualified oil or gas service person, or your retailer or developer, if it is still under warranty.

Water Heaters – Gas or electric water heaters can be adjusted to provide hotter or cooler water.

You should occasionally test the temperature/pressure relief valve using the instructions on the valve. If you replace the water heater, be sure your new heater has a temperature/pressure relief valve and that the drain extends far enough to discharge under your home.

Gas Water Heaters – Never block the draft hood. Blocking it impairs air flow and creates a dangerous situation.

Combustion air flows through vents in the compartment door, in an exterior wall, or in the floor. Never plug or block these openings.

If you replace your gas water heater, check the sealing around the roof vent to make sure it has not cracked and remains water tight.

Winter Protection – When you will be away from your home and expect extended periods of freezing temperatures, drain all plumbing P-traps or pour antifreeze into the traps to prevent freeze damage. Antifreeze also should be poured into the toilet tank and flushed into the toilet trap. All hot and cold water lines should be drained or blown out with air to prevent bursting. Also, the main water supply shut-off valve below the frost line should be closed.

Electrical Circuits – Each electrical circuit in your home has a circuit breaker. When a circuit is overloaded or there is a short, the circuit breaker trips, interrupting the circuit. If a circuit breaker continuously trips, call your retailer or developer if your home is under warranty, or call a licensed electrician.

All bathroom receptacles and all outside convenience receptacles are protected by Ground Fault Circuit Interrupters (GFCI) for extra protection against shock. The receptacle for heat tape near the water inlet is not GFCI protected and must only be used to power heat tape. A test button on the receptacle identifies the protected circuit. A single GFCI receptacle can protect other receptacles further along the circuit - in another bathroom, for example. GFCI circuits should be tested periodically, using the manufacturer's instructions. If it does not operate properly, it must be replaced. Call your retailer or developer if your home is still in warranty. Otherwise, call a licensed electrician.

Condensation

Every winter some homeowners are vitally interested in the subject of condensation because of experiences with windows, doors, and even ceiling and wall condensation which range from irritating to down right expensive. It may seem odd, but the growing condensation conditions are a result of progress. New homes today are much more tightly constructed than in years past which makes them cleaner and more air tight. Also, condensation can be caused by several labor-saving appliances that make life easier than it used to be.

Condensation is not a warranty service problem. Condensation is a condition which is brought on by excessive moisture (humidity) in the air without sufficient ventilation. The conditions which may create excessive humidity must be controlled by the homeowner.

What is Condensation? All air contains invisible, evaporated water in the form of vapor. When this vapor changes from a gaseous form to a liquid form, the process is called condensation. Warm air absorbs evaporated water or moisture much like a sponge. But, as this warm air is cooled, it takes up less volume of space and can hold less moisture. Cooling warm moist air is just like squeezing a wet sponge, the moisture has to come out. When it does, it collects on cool surfaces such as windows, around doors, etc.

What is Trouble Condensation? A little moisture or fog in the corners of your windows, now and then, probably does not bother you. It shouldn't. By the time you have thought about it the second time, it has usually gone away. But what we are talking about is excessive condensation – condensation that blocks all the windows with fog or frost, water that runs off the windows to stain the woodwork or, in serious cases, even damage walls or ceilings.

If you have this kind of condensation on your windows, you have good reason to worry—and a good reason to act. Sweating windows are a danger signal; it means that moisture is trying to get out.

The moisture in wet air tries to flow toward drier air and mix with it. Scientists describe this force as “vapor pressure”, and it can act independently of the flow of air that holds the moisture. Vapor pressure can force moisture through virtually all forms of building materials; glass and metal are two of the few exceptions. Therefore, you should not worry too much about windows when you can see the effect of excessive humidity. You should worry more about what excessive moisture may be doing elsewhere in your home such as in walls, ceilings, or floors where you cannot see it. This could be expensive to you, since serious damage can result from excessive condensation in your home.

It is natural and easy in such cases to blame the doors, the windows, the insulation, or the manufacturer when excessive and troublesome condensation occurs, but it would be wrong to blame them. The real villain is invisible. It is water vapor—too much water vapor. It comes from washing, bathing, showers, appliances, unvented gas burners, all of which pour water vapor into homes. Following are a few examples:

Floor Mopping – The water vapor produced by washing a floor is not a major source of moisture in a home but, because of the amount in a short time period, it should be considered. When an 8 by 10 kitchen is washed with soapy water and rinsed with clear water, 2.4 pounds of water vapor may be released. Unless this water vapor escapes to the

outside, it will add to the relative humidity in the house. To reduce this, operate your kitchen vent fan during mopping or open a window in the kitchen to permit the moisture to escape.

Clothes Drying – Many homeowners fail to realize that 10 pounds of clothes, after being washed and spin dried in a washing machine, still contain about 10 pounds of liquid water. If these clothes are dried inside, this water must be evaporated, and in the vapor form will mix with the air within the home. It is not recommended that air drying of clothes be done within a home, but rather that a clothes dryer be used. Your clothes dryer must be vented to the outside.

Cooking – Cooking, especially boiling, creates considerable moisture. An hour-to-hour record of the moisture content of the air in the home usually shows a marked increase during the hours that meals are prepared. In the preparation of food for an average family of four, the following amounts of water are introduced into the air: Breakfast.....0.9 pounds
Lunch.....1.2 pounds
Dinner.....2.7 pounds

A kitchen ventilating fan operating during the cooking period will remove this moisture and discharge it to the outside.

Bathing – An average shower adds between 1/4 and 1/2 of a pound of water vapor to the moisture content of the home and, in the case of people who take more time in the shower, the amount will increase accordingly. For tub baths, the amount of moisture produced is somewhat less, and tests have shown that the total moisture produced when four baths are taken consecutively is between 1/4 and 1/2 of a pound. This means that one shower produces as much moisture as four regular baths. The way to prevent the water vapor from spreading throughout the air in the home is to close the bathroom door while bathing and open the window a few inches or, if possible, run a bathroom exhaust fan.

Dishwashing – Washing and scalding the dishes and cooking utensils used by a family of four releases approximately one pound of water vapor per day.

Human Contribution – The largest source of water vapor in a home is that contributed by the inhabitants themselves through respiration and perspiration. This source, even though large (12 pounds per day) for a family of four, is not a serious contributor to the condensation difficulties, because it is quite uniformly distributed throughout the house over the 24 hours, and the rate per hour is low. Thus, it tends to raise the moisture level of the house only slightly.

Gas Appliances – When a gas stove is used for cooking, there is, in addition to the moisture given off by the food, the moisture resulting from the combustion of gas burned – as much as 2000 cubic feet of water vapor may be formed. When condensed, this water vapor amounts to approximately 88 pounds of liquid water. All gas-fired equipment, including the stove and the water heater, should be properly vented to the outside.

Kerosene Heaters – The burning of one gallon of fuel in a kerosene heater releases over 9 pounds of water into the air as a by-product of combustion. This added moisture in the air can have serious detrimental effects upon the materials in your home. Kerosene heaters should not be used.

Humidifiers – There are various devices for increasing the humidity in a home, such as a pan of water placed on top of the furnace. Often, the amount of moisture that is so added to the air of the house is uncontrolled, and at times it may be excessive. A humidifier can produce as much as 2 pounds of water vapor per hour. When the relative humidity within a home reaches the recommended limits, the operation of any humidifying equipment should be discontinued.

House Plants and Aquariums – The moisture given off to the atmosphere by house plants is nearly equal to that required to water them. Open aquariums permit evaporation of water to the air. These can cause condensation.

You Can Control Condensation – Prevent this trouble by getting rid of the excess water vapor. This must be done by the people that live in the home. Here are some suggestions:

- 1) Vent all gas appliances to the outdoors. Make sure vents are not blocked.
- 2) Do not operate vaporizing inhalers or similar devices for prolonged periods without venting the moist air.
- 3) Do not use a humidifier or place containers of water on the furnace or in heating ducts or other areas to raise the humidity.
- 4) Cover the ground under your home with a vapor barrier.
- 5) Run kitchen and bath ventilators for longer periods of time after cooking or bathing.
- 6) Outside winter air is usually drier than inside air. Since moist air moves toward dry air,

briefly opening a window or door can significantly reduce inside humidity.

- 7) Do not tape around windows or doors to prevent air movement.
- 8) Provide for free air circulation by keeping beds and furniture several inches from the walls, keeping the draperies open, properly ventilating the skirting or perimeter foundation, not overcrowding closets, and not overfilling the kitchen cabinets.
- 9) Do not use kerosene heaters. They not only are dangerous to use indoors, they also generate large volumes of moisture and are dangerous.
- 10) Keep the registers and the furnace blower clean.
- 11) Regularly clean or change the furnace air filter(s).
- 12) Install storm windows.

To Summarize Condensation Control:

- A. Recognize the need to control the moisture in your home. Following are recommendations for relative humidity (R.H.).

<u>Outside Air Temperature</u>	<u>Inside R. H. for 70°F Indoor Temp.</u>
-20°F or less	not over 15%
-20°F to -10°	not over 20%
-10°F to 0°	not over 25%
0°F to 10°	not over 30%
10°F to 20°	not over 35%
20°F to 40°	not over 40%

- B. Turn off any source of moisture which you can control.
- C. Ventilate to allow moist air to get out and dry outside air to get in.
- D. Install storm windows.
- E. If troublesome condensation still persists, purchase a good quality name brand dehumidifier and use it to reduce moisture.

Owner Care Checklist

Care and upkeep of your home will help maintain its value and can add to your comfort and safety. We have included an Owner Care Checklist on the following page for your convenience in keeping track of these items. We have listed some key activities – you may want to include others.

Owner Care Checklist

	Winter	Spring	Summer	Fall
Smoke Detector – Clean, dust, remove lint from openings monthly	X	X	X	X
Furnace and Air Conditioner Filters – Clean or replace monthly	X	X	X	X
Exhaust Fans – Check		X		X
Furnace – Inspect	X			X
Fuel Supply – Check	X	X	X	X
Heat Tape Operation – Check	X			X
Exterior Water Hoses – Detach	X			X
Air Conditioner – Check		X	X	
Skirting or Perimeter Foundation Ventilation – Check		X		X
Exterior Caulk – Inspect and replace giving attention to the top of windows and doors, and the roof		X		X
Roof – Inspect and remove debris		X		X
Fireplace Chimney – Inspect and remove excess soot buildup	X			X
Metal Roof – Rinse with water		X		X
Metal Roof – Recoat if needed		X		
Exterior Walls – Wash, wax metal siding		X		X
Bottom Covering – Inspect and repair, if needed		X		X
Floor and Block – Check and relevel if needed		X		
Windows – Lubricate slide tracks		X		
Wheel Bearings – Clean and pack		X		
Hitch Mechanism and Jack – Clean and lubricate		X		
Tires – Check inflation pressures, add air if needed		X		

RELOCATING YOUR HOME

Moving your home creates a high potential for substantial damage, both structural and cosmetic. In-transit damage is not covered by your warranty.

You should never attempt to move your home yourself. Not only will you risk damaging your home, you could seriously injure yourself and others. Your home should be moved only by professional manufactured home movers. Your retailer or developer can offer recommendations. Home movers are also listed in the Yellow Pages of your telephone directory.

While you should not move your home yourself, you should take the following steps to reduce the potential for damage and in-transit accidents.

Preparing Your Home for the Move

- 1) Read the instructions in your *Manufactured Home Installation Manual* and review them with the professional home mover you have selected.
- 2) Reinstall all transportation bracing that was on your home when it was originally delivered.
- 3) Have a qualified mechanic inspect the brakes. Make sure all the electrical connections are clean and tight to avoid uneven or grabbing brakes – or no brakes at all. Replace worn-out or greasy linings.
- 4) Inspect and repack wheel bearings. Make sure bearings are not etched or corroded. When repacking, fill the hub to only 2/3 full. To prevent grease expanding through the seals (caused by heat generated during transport) and contaminating the brakes, do not completely fill the hubs. To adjust spindle tightness, tighten the spindle nut, then back it off to the first cotter pin hole. The wheel should rotate freely when jacked up, but there should be no side-to-side play.

Purchase Physical Damage Insurance

Homeowner's policies usually do not cover your home while it is being moved from one location to another. You should have special insurance to cover in-transit loss or damage. It is usually available on a trip or term basis. The amount of your coverage should be sufficient to cover a total loss of your home and contents in case of an accident or upset during the move. Many home movers provide this coverage as part of their service. But make sure your home is covered before it is moved.

Packing

- 1) Consult with your home mover about load and weight distribution within your home before the move. As a rule of thumb, remove anything that did not come with your home when it was built. Normal clothing and light-weight household items can remain in your home. Be aware that any loose item can cause substantial damage.
- 2) Your home's frame can support only the weight of your home during your move. Do not attempt to move blocking apparatus, blocks, lawn mowers, other lawn equipment, pianos, freezers, large trunks, and additional furniture in your home. Not only can the extra weight cause structural damage, it can also substantially increase the cost of your move.
- 3) Remember, any loose item you leave in your home will slide forward on a quick stop. Pack all loose items against the forward walls, with the heaviest items closest to the walls.
- 4) Place as few items as possible in the rear rooms.
- 5) Pack dishes in cartons and protect them with towels and pillows.
- 6) Use masking tape to secure cabinets and drawers.
- 7) After loading, make sure there is at least a 3-inch clearance between the top of each tire and the bottom of the home that is directly above it.
- 8) Make sure your mover checks the tires for proper inflation.
- 9) Make sure your mover checks your home's undercarriage to make certain it is ready to be moved.

HOME SAFETY

All homes built by Redman meet the National Manufactured Home Construction and Safety Standards Act of 1974.

Two important safety features are built into every Redman home:

- There is an egress window in each bedroom to serve as a safety exit.
- There are smoke detectors to serve as early warning devices in the event of a fire.

Egress Windows – One window in every bedroom is an egress window. Egress windows may vary in size; however, each one allows plenty of room for an easy and fast exit.

To properly use the egress windows, follow these steps:

- Instructions on the windows should be carefully read and memorized.
- To exit in case of a fire, remove the storm sash by turning the retaining clips (or the screen by pulling the nylon tabs). Trip the exit latches at the sill. Open the window. Exit through the opening.
- Go over the above procedures several times a year—especially with children. Check to make sure the windows and screens can be removed easily.
- In the case of a severe emergency when there is not time to open the windows, break them. Take the appropriate precautions against flying glass.

NOTE

Prepare the emergency window exits in each bedroom immediately after you move into your home. Your retailer or developer may have already done this, but you should double check to make sure. Pull out any temporary clips that were installed for transit and installation. Then open each emergency exit window to make sure it operates properly.

Exit Doors – Your home also has a minimum of two exit doors. Every member of your household needs to become familiar with the location of each door. These exit doors must never be blocked.

Smoke Detectors – Each sleeping area in your home is equipped with a sensitive smoke detector. The detectors are mounted on the wall to detect smoke which might rise from a fire.

The smoke detectors shall be either the ionization chamber or the photoelectric wall-mounted types and shall comply with the requirements of Underwriters Laboratories Standard.

NOTE

It is extremely important that you read, understand and follow the maintenance instructions in your Smoke Detector Manual. You should test your smoke detectors monthly by pressing the Test button.

Fire Safety Tips

Even though your home is very safe and fire is unlikely, it is still extremely important that you develop and practice a plan for getting your family out of your home in case of a fire. It is always wise to be prepared.

A dependable and timely warning of a fire is of the utmost importance, but it may be in vain if you and your family do not know how, or are not able, to escape from a burning home.

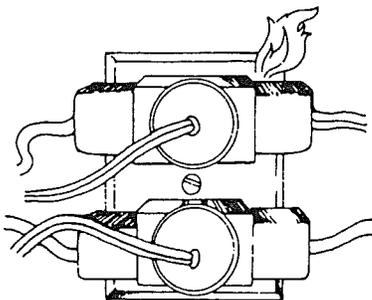
Why do people every year fail to survive home fires even though they wake up in time? First, thinking it only can happen to the other family, they make no plans for coping with a fire emergency situation. Second, most people lack even a basic knowledge of fire, its behavior, and its actual dangers. They may fear flames but show little respect for the deadly gases of combustion or superheated air. Third, when fire does break out, they may find themselves trapped – either from a fear of jumping from a window or the lack of preparation of the escape facilities.

Things to Know and Remember – Every member of the family should know the basics for preventing fires or, in the event a fire does start, what to do and how to escape.

1. Have a fire plan. Know all the possible escape routes from each room of the home. Determine two routes to escape – especially from a bedroom. Hold family fire exit drills. Plan to do this periodically, and do not let anyone laugh you out of it. Decide who is to be in command in an emergency, who will substitute if necessary, and how the alarm is to be given so that everyone in the house is warned. It is smart to plan on the worst conditions under which a fire can break out

in your home. For example, it could happen on a bitterly cold winter night. Will your driveway be clear? Will your car keys be where they can be found easily? Will your car be in working order to get you and your family away from the burning building and give you temporary shelter from the cold? Think ahead and prepare for any and all difficulties.

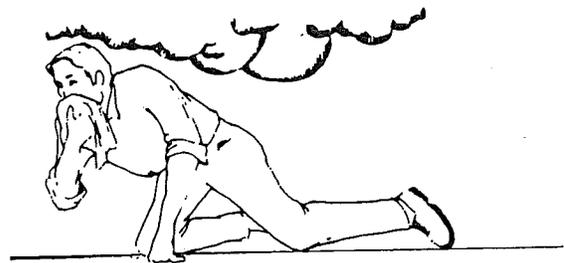
2. Keep the dust and lint to a minimum around heat sources such as television sets, the furnace and appliances. Remember that an accumulation of lint burns as well as paper.
3. Never leave the house unattended with something cooking on the range.
4. Keep all the bedroom doors closed at night.
5. Use the special egress windows to escape from bedrooms in a burning house rather than taking a chance on reaching the front or back door. If you must leave by a door, close it after you.
6. Do not try to fight your own fire. Leave immediately and call the fire department from an outside building or from a neighbor's home.
7. Keep matches and lighters away from children.
8. Store any flammable liquids in approved metal containers outside the house.
9. Do not overload the electrical circuits or tamper with the electrical wiring.



10. Do not smoke in bed.
11. Use a flashlight to look into dark areas—never use a match or candle.
12. Do not run extension cords across nails or under the rugs. Do not use extension cords on a permanent basis.

13. Dispose of oily rags properly in a covered metal container or store them outside the house.
14. *The use of a kerosene heater represents an increased fire hazard.* In view of the dangers and problems involved in the use of kerosene heaters, we strongly advise against the use of them in a Redman home.
15. When using a deep fryer or frying pan, keep the lid nearby to smother any possible fire. Also, keep a container of baking soda on hand for smothering grease fires. (An alternate is to use salt; do not use flour, for it is too dusty and can be explosive.)
16. Never pour water on a grease fire.
17. In case of a broiler fire, turn the heat off. Throw baking soda on the broiler or pan, and shut the oven door.

The nature of fires – Regardless of the type of home you live in, once a fire starts it generates heat, smoke and poisonous gases—all of which rise to the highest possible point and then begin accumulating. The layers deepen and extend themselves downward from the ceiling toward the middle level of the rooms. Therefore, if you are awakened by heat, you should not stand up; instead, you should try to crawl to safety. Stay close to the floor, breathe through a wet cloth, if possible, and take short breaths.



It is best to close all bedroom doors at night because the harmful gases and smoke will reach you faster than the heat will if the doors are open.

In the event of a fire, experts say that the worst move is to open the bedroom door. This gives the fire a boost and allows the smoke and heat to rush into the room. The proper procedure is to feel the door and the door knob. If excessive heat can be felt through the door, it should be left closed. Exit through the bedroom window.

If children must be rescued in such a situation, the experts say it is best to exit through your bedroom window and enter the children's room from the outside—through a window in their bedroom. If this is impossible and it is necessary to travel through the smoke-filled hallway, get down on the floor and crawl quickly on your hands and knees.

If there is any breathable air at all, it is most likely to be at approximately the head level of a small child or a crouching adult.

Opening a door of a burning house just helps feed the fire, so if you must leave the house by the front door, close it after you.

Fire travels fast, and escape must be immediate. A fire can reduce a home to ashes in 20 minutes. Do not waste time calling the fire department from your house. Do not stop to gather up valuables or take the time to get dressed. Get the family out first. Then stay out.

In a building on fire, a most vital rule for survival is to never open a door that feels hot to the touch. If there is enough heat on the other side of the door to warm it through, there is enough to kill you with your first breath of it.

A prearranged plan of escape is a necessity. Hold a family conference on what every member must do in a fire emergency. Map out at least two safe avenues of escape for each person.

Escape routes and facilities should be checked. Make sure that the egress windows selected for escape are unobstructed and can be opened easily—even by a child or an infirm person. If screens or storm windows obstruct a fast exit, consider doing without them on egress windows or replace them with some other type.

You can ask advise of your local fire department if you have any problems or doubts about your fire escape plans.

The three most common mistakes are:

1. Trying to fight your own fire.
2. Trying to call the fire department from inside the burning house.
3. Neglecting to hold family fire drills.

IMPORTANT NOTICES

NATIONAL MANUFACTURED HOUSING ACT

The National Manufactured Housing Construction and Safety Standards Act of 1974 was enacted to improve the quality and durability of manufactured homes and to reduce the number of injuries and deaths caused by manufactured home accidents. The Federal manufactured home construction and safety standards issued under the Act govern how manufactured homes must be constructed. Your manufactured home was manufactured to the standards. The standards cover the planning and construction of your home. They were developed so that you would have a safe, durable home. The standards do not cover such aspects of the manufactured home as furniture, carpeting, certain appliances, cosmetic features of the home and additional rooms or sections of the home that you have added.

The Act provides that if for some reason your manufactured home is found not to meet the standard or to contain safety hazards, the manufacturer of the home must notify you of that fact. In some cases where there is a safety hazard involved, the Act requires the manufacturer to correct the manufactured home at no cost to you or to replace the home or refund all or a percentage of the purchase price. If you believe you have a problem for which the Act provides a remedy, you should contact the manufacturer, the manufactured home agency in your state (see the list in this manual), or the Department of Housing and Urban Development. We recommend that you contact us first, because that is the quickest way to have your complaint considered. You may write to us at:

Redman Homes, Inc.
2550 Walnut Hill Lane, Suite 200
Dallas, Texas 75229-5633

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

The Department of Housing and Urban Development (HUD) is the Federal agency which administers the Act and any questions concerning the Act or a consumer's rights under the Act should be directed to HUD. In order to contact HUD, you should refer to the Department of Housing and Urban Development under listings for the U.S. Government in your telephone book. In calling or writing the local HUD

office, consumers should address their inquiry or call to the "Consumer Complaint Officer" in their local HUD or FHA Office. Consumers may contact the Central HUD Office directly by writing or calling the Office of Manufactured Housing and Regulatory Functions, Compliance Branch, telephone (202) 755-6920 or (202) 755-6584. (These are not toll free numbers.)

FORMALDEHYDE

A health notice on formaldehyde emissions was prominently displayed in a temporary manner in the kitchen of your home. This is a reduced size representation of the notice.

IMPORTANT HEALTH NOTICE

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

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

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

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

This notice is required by the DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT and shall not be removed by any party until the entire sales transaction has been completed.

STATE ADMINISTRATIVE AGENCIES (SAAs)

<p>ALABAMA Mfg. Housing Commission 908 South Hull Street Montgomery, AL 36130-3401 205/242-4036</p> <p>ARIZONA Dept. of Building & Fire Safety Office of Mfg. Housing 1540 West VanBuren Phoenix, AZ 85007 602/255-4072</p> <p>ARKANSAS Mfg. Home Commission 523 South Louisiana St., Suite 500 Lafayette Building Little Rock, AR 72201 501/324-9032</p> <p>CALIFORNIA Dept. of Housing & Community Dev. Div. of Codes & Standards Mfg. Housing Section P.O. Box 31 Sacramento, CA 95812-0031 916/445-3338</p> <p>COLORADO Div. of Housing, Dept. of Local Affairs 1313 Sherman Street, # 323 Denver, CO 80203 303/866-2033</p> <p>FLORIDA Bureau of Mobile Home & R.V. Div. of Motor Vehicles 2900 Apalachee Pkwy., Room A-129 Tallahassee, FL 32399-0640 904/488-8600</p> <p>GEORGIA Mfg. Homes Division State Fire Marshal's Office #2 Martin Luther King Jr. Drive Atlanta, GA 30334 404/656-3687</p> <p>IDAHO Buildings Division Dept. of Labor & Industrial Service 277 North Sixth Street, Statehouse Mall Boise, ID 83720 208/334-3950</p> <p>INDIANA Codes Enforcement Division Dept. of Fire Prevention & Building Services 402 W. Washington St., Rm. W-246 Indianapolis, IN 46204 317/232-6422</p> <p>IOWA Building Code Bureau, Dept of Public Safety Wallace State Office Building Des Moines, IA 50319-0047 515/281-5821</p> <p>KENTUCKY Mfg. Housing Div. Dept. of Housing, Bldg & Construction 1047 U.S. 127 South Building Frankfort, KY 40601 502/564-3626</p> <p>LOUISIANA Manufactured Housing Division State Fire Marshal's Office 5150 Florida Blvd. Baton Rouge, LA 70806 504/925-4911</p>	<p>MAINE Mfg. Housing Board Dept. of Professional & Financial Reg. State House Station 35 Augusta, ME 04333 207/582-8723</p> <p>MARYLAND Dept. of Housing & Community Dev. Maryland Code Admin. 100 Community Place Crownville, MD 21032-2023 410/514-7220</p> <p>MICHIGAN MH and Land Resources Div. Corporation & Securities Bureau P.O. Box 30222 Lansing, MI 48909 517/334-6203</p> <p>MINNESOTA Mfg. Housing Structures Section Building Codes & Standards Div. Dept. of Admin. 408 Metro Sq. Bldg. St. Paul, MN 55101 612/296-4639</p> <p>MISSISSIPPI Mobile Home Inspection Div. Office of the Fire Marshall P.O. Box 22542 Jackson, MS 39205-2542 601/359-1061</p> <p>MISSOURI Mfg. Housing, RV & Modular Units Public Service Commission P.O. Box 360 Jefferson City, MO 65102 314/751-3234</p> <p>NEBRASKA Div. of Housing & Recreational Vehicles Dept. of Health P.O. Box 95007 Lincoln, NE 68509-5007 402/471-0518</p> <p>NEVADA Dept. of Commerce, Mfg. Housing Division 2601 E. Sahara Ave., Suite 259 Las Vegas, NV 89104 702/486-4137</p> <p>NEW JERSEY Div. of Housing & Dev. Bureau of Code Services 3131 Princeton Pike, CN 816 Trenton, NJ 08625-0816 609/530-8833</p> <p>NEW MEXICO Mfg. Housing Division Regulation & Licensing Dept. 725 St. Michael's Drive, P.O. Box 25101 Santa Fe, NM 87504 505/827-7070</p> <p>NEW YORK Housing & Building Codes Bureau Div. of Housing & Community Renewal One Fordham Plaza, Rm S-356 Bronx, NY 10458 718/563-5379</p> <p>NORTH CAROLINA Mfg. Housing Div., Dept. of Insurance P.O. Box 26387 Raleigh, NC 27611 919/733-3901</p>	<p>OREGON Building Codes Division Dept. of Consumer & Business Svc. 1535 Edgewater Drive, N.W. Salem, OR 97310 503/373-1266</p> <p>PENNSYLVANIA Div. of Mfg. Housing Dept. of Community Affairs Forum Building #508 Harrisburg, PA 17120-0155 717/783-7847</p> <p>RHODE ISLAND Building Code Commission Dept. of Administration One Capitol Hill Providence, RI 02908-5859 401/277-3033</p> <p>SOUTH CAROLINA Dept. of Labor, Licensing & Regulation Building and Related Services 3600 Forest Dr., PO Box 11329 Columbia, SC 29211-1329 803/734-4255</p> <p>SOUTH DAKOTA Comm. Inspection & Regulations Div. 118 W. Capitol Avenue Pierre, SD 57501-5070 605/773-3697</p> <p>TENNESSEE Mfg. Housing Section Div. of Fire Prevention, 3rd Floor 500 James Robertson Parkway Nashville, TN 37243-1160 615/741-7170</p> <p>TEXAS Mfg. Housing Div. Dept of Licensing & Regulations Box 12157, Capitol Station Austin, TX 78711 512/463-7343</p> <p>UTAH Dept. of Commerce Div. of Occupational & Professional Licensing P.O. Box 45805 Salt Lake City, UT 84145-0805 801/530-6628</p> <p>VIRGINIA Manufactured Housing Office Dept. of Housing & Community Dev. Jackson Center 501 N. Second St. Richmond, VA 23219-1321 804/371-7160</p> <p>WASHINGTON Office of Manufactured Housing Dept. of Community Trade & Econ. Dev. PO Box 48300 906 Columbia Street, S.W. Olympia, WA 98504-8300 360/586-0491</p> <p>WEST VIRGINIA Div. of Labor 319 Building 3, Capital Complex Charleston, WV 25305 304/558-7890</p> <p>WISCONSIN Mfg. Homes, Safety & Building Div. P.O. Box 7969 Madison, WI 53707 608/267-7935</p>
---	---	---

Homeowner's Move-in Checklist

NAME: _____

PHONE: _____

SERIAL # _____

APPLIANCES
Range
Make _____ Model _____ Serial No. _____ Range Hood _____
Refrigerator
Make _____ Model _____ Serial No. _____
Dishwasher
Make _____ Model _____ Serial No. _____
Microwave
Make _____ Model _____ Serial No. _____
Furnace
Make _____ Model _____ Serial No. _____
Water Heater
Make _____ Model _____ Serial No. _____

Front Door

- _____ Proper Fit
- _____ Weather Stripping
- _____ Locking
- Other _____
- Other _____

Kitchen

- _____ Wallcovering
- _____ Trim
- _____ Ceiling
- _____ Carpet/Floor Covering
- _____ Windows & Screens
- _____ Water Lines & Drains
- _____ Lights & Electrical Outlets
- _____ Counter Top
- _____ Cabinet Doors & Drawers
- Other _____
- Other _____

Hallway

- _____ Wallcovering
- _____ Trim
- _____ Ceiling
- _____ Windows & Screens
- _____ Lights & Electrical Outlets
- _____ Carpet/Floor Covering
- _____ Smoke Detector
- Other _____

Back Door

- _____ Proper Fit
- _____ Locking
- Other _____

Standards, options and amenities vary by floor plan. Your home may not contain all the items listed. This check list is intended for general use not to be floor plan specific.

Homeowner's Move-in Checklist

Living Room

- ___ Wall Covering
- ___ Trim
- ___ Ceiling
- ___ Carpet/Floor Covering
- ___ Windows & Screens
- ___ Lights & Electrical Outlets
- Other _____

Bedroom Two

- ___ Wall Covering
- ___ Trim
- ___ Ceiling
- ___ Carpet/Floor Covering
- ___ Windows & Screens
- ___ Lights & Electrical Outlets
- Other _____

Bedroom Three

- ___ Wall Covering
- ___ Trim
- ___ Ceiling
- ___ Carpet/Floor Covering
- ___ Windows & Screens
- ___ Lights & Electrical Outlets
- Other _____

Master Bedroom

- ___ Wall Covering
- ___ Trim
- ___ Ceiling
- ___ Carpet/Floor Covering
- ___ Windows & Screens
- ___ Lights & Electrical Outlets
- Other _____

Main Bathroom

- ___ Wall Covering
- ___ Trim
- ___ Ceiling
- ___ Carpet/Floor Covering
- ___ Windows & Screens
- ___ Countertop
- ___ Cabinet Doors, Drawers
- ___ Shower/Tub
- ___ Fan
- ___ Water Lines & Drain
- ___ Lights & Electrical Outlets
- Other _____

Laundry Room

- ___ Water Lines & Drain
- ___ Electrical Outlets
- ___ Wall Covering
- ___ Trim
- ___ Ceiling
- ___ Door
- ___ Carpet/Floor Covering
- Other _____

Master Bathroom

- ___ Wall Covering
- ___ Trim
- ___ Ceiling
- ___ Carpet/Floor Covering
- ___ Windows & Screens
- ___ Countertop
- ___ Cabinet Doors, Drawers
- ___ Shower/Tub
- ___ Fan
- ___ Water Lines & Drain
- ___ Lights & Electrical Outlets
- Other _____

Exterior

- ___ Siding
- ___ Lights
- ___ Subfloor
- ___ Steps
- ___ Tie Downs
- ___ Blocking
- ___ Sewer, Water & Heat Tape
- ___ Hose Bib
- ___ Electrical Outlets
- ___ Tires
- ___ Windows & Shutters
- ___ Perimeter Blocking
- Other _____

Other

Family Room

- ___ Wall Covering
- ___ Ceiling
- ___ Floor Covering/Carpet
- Other _____

'96 DEC 16 110:33

DEPT. OF ADMIN.
FLOOR CONTROL