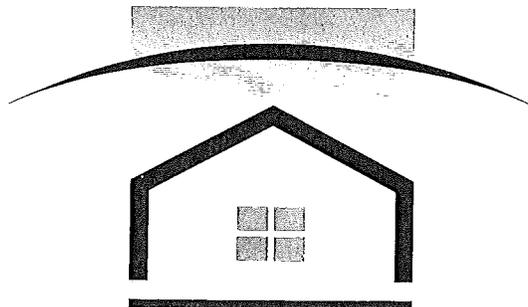


**FLEETWOOD**  
H O M E S

Homeowner's  
**Guide**  
and  
Limited Warranty

214/03



LIMITED  
WARRANTY

FLEETWOOD HOMES

# CONGRATULATIONS. WELCOME TO THE FLEETWOOD FAMILY.

Dear Fleetwood Homeowner:

Congratulations on your new home! We are delighted that you have chosen a Fleetwood home as your new residence. As one of the nation's largest producers of quality homes, with over 1,000,000 homes produced to date, we are dedicated to providing you with a home that will become a special place to build years of treasured memories for you and your family. We wish you many happy years of enjoyment as a homeowner.

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

Sincerely,

FLEETWOOD HOMES

*P.S.* Be sure to let us know the address where your new home is/will be located and the phone number. We will stay in touch with you to assure that you continue to be a satisfied Fleetwood customer. Just fill out and mail the Homeowner's Registration Card at the front of this Guide as soon as possible after you take possession of your new home.





**FLEETWOOD**<sup>®</sup>  
**H O M E S**

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# HOMEOWNER SATISFACTION —OUR GOAL

## HOW TO OBTAIN WARRANTY SERVICE

You invested in a Fleetwood home and we want you to be delighted with it. No doubt, your home means a lot to you. That's why we ask you to take the time to read this guide. Along with this warranty, we hope to offer true pride of ownership.

Thank you for investing your hopes and dreams with us. May your Fleetwood home bring you great satisfaction as the years go by.

Rest assured, our quality assurance staff at the Manufacturing Center has gone through your home thoroughly. However, during transportation and set-up, certain changes may occur that require a little fine-tuning, such as adjustment of doors and windows.

In some cases, your home may require a bit more service for things that went undetected during final inspection and the installation. In most cases, the service you need will be minor. Fleetwood suggests that you live in your home for 25-30 days and during that time, make a list of all items needing warranty repair. For your convenience, a checklist has been provided on page 41 of this guide. We understand your time is valuable and we want to inconvenience you as little as possible. Of course, if you have a serious problem needing immediate attention, call right away.

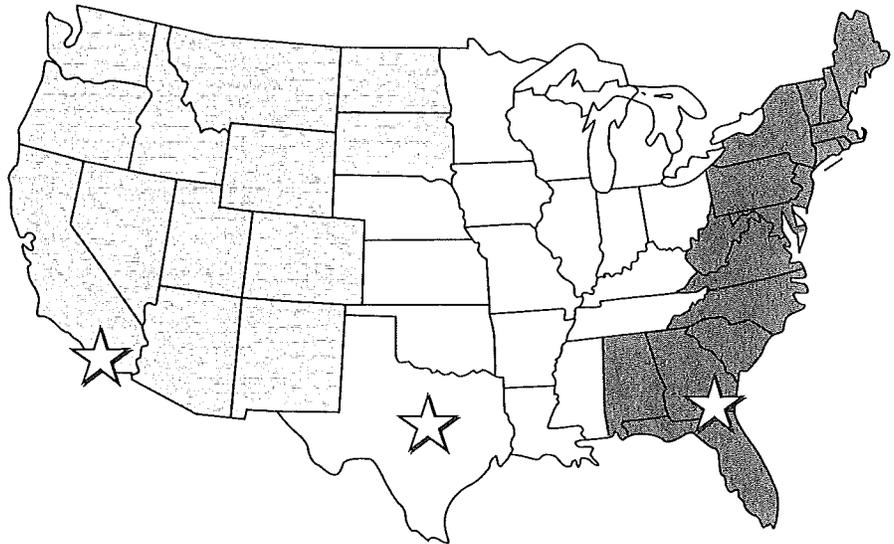
Here's the appropriate order to follow:

- ▼ Complete the homeowner checklist at the back of this guide within 30 days of moving into your new home.
- ▼ Contact your Fleetwood Retailer who is responsible for installing and coordinating service for your home. They will review the homeowner checklist with you. You'll find their name, address and telephone number on the inside front cover of this guide. If you prefer, mail the homeowner checklist to your Retailer. If the service department at the Retailer does not help, please contact the owner of the Retailership.
- ▼ If there is any occasion when you are not satisfied with a Retailer's performance, please contact your Fleetwood Service Center. Call the service center for the highlighted states in which you live.

Use the map on the next page for reference.



**HOW TO  
OBTAIN  
WARRANTY  
SERVICE  
(CONT.)**



★ **Regional Service Centers**

<b>Western Region Service Center</b> 1650 Iowa Ave., Suite 280 Riverside, CA 92507 877-322-2412 866-748-5845 (Fax)	<b>Central Region Service Center</b> 5725 Bagby Ave. Waco, TX 76712 877-538-8576 866-353-3329 (Fax)	<b>Eastern Region Service Center</b> 2110 Industrial Blvd. Douglas, GA 31534 866-231-9586 866-719-7115 (Fax)
--	---	--

- ▼ If your service problem has not been resolved by either the Fleetwood Retailer or the Service Center and you believe the problem is covered under the warranty, please contact:

Fleetwood Homes  
ATTN.: HG – Customer Satisfaction Department  
3125 Myers Street  
Riverside, CA 92503-5527  
Or, call toll-free (800) 688-1745  
between the hours of 7 a.m. - 4 p.m., PST.

There is important information which you will need every time you call your Fleetwood Retailer or the Fleetwood Service Center. That information is on your data plate which is located in one of two places in your new home; either on the master bedroom closet wall or in the kitchen, inside the cabinet door under the sink. This data plate has your home's model and serial numbers. It also includes appliance manufacturers and model numbers, the Manufacturing Center's name and location. The data plate also includes thermal zone, wind zone and roof design loads for the home. The serial number of your home can also be found on the inside front cover of this guide.

Before you make the call, please have your home's serial number available, so we can better serve you.



## **HOMEOWNER'S OBLIGATIONS**

## **RETAILER'S OBLIGATIONS**

As the homeowner, you are responsible for normal maintenance and upkeep of your home. You can find a handy list of some routine maintenance items on page 36 of this guide.

Your Fleetwood Retailer is responsible for the following:

- ▼ Arranging delivery of the home to your chosen site.
- ▼ Installing or arranging for proper installation of the home.
- ▼ Inspecting and testing your home before you occupy it.
- ▼ Making minor adjustments to your home, if necessary, such as operation of doors, locks, and windows, etc.



# **FLEETWOOD ONE YEAR LIMITED WARRANTY**

## **GENERAL COVERAGE**

Your new home, including the steel structure beneath the floor of the home, plumbing, heating, electrical systems, appliances, and all equipment installed by the Fleetwood Manufacturing Center, is warranted by the Fleetwood Manufacturing Center that built your home, under normal use, to be free from defects in materials and/or workmanship for one year.

Your warranty covers your home for one year from the date of the close of sale. The warranty is non-transferable if you sell the home.

## **COMMERCIAL COVERAGE**

If the home is used as a rental, commercial or office unit the warranty is 90 days and begins on the first date of such use after the close of sale. The one year warranty does not apply.

## **GENERAL REMARKS**

The Fleetwood Warranty covers only those defects which become evident within the applicable warranty period and where written notice is provided to the Retailer or the Fleetwood Service Center. This notice can not be received later than five (5) days after the expiration of the warranty period.

All repairs/replacements made under this warranty are free of charge. The replaced or repaired parts/components are covered only until this warranty expires. All parts/components replaced under the warranty are the property of Fleetwood. Fleetwood will make the final decision whether to repair or replace parts/components.



# **\*THIS WARRANTY DOES NOT COVER:**

- ▼ Defects or problems caused by or related to:
  - A. Improper site preparation or installation, leveling or re-leveling of the home or installation of skirting or other accessories provided by your Retailer. (Please refer to Retailer obligations on page 3 of this guide.)
  - B. Problems resulting from settling of the home or shifting soil conditions (such as: glass/mirror cracking or breakage, door adjustments, drywall, tape and texture and ceiling cracks).
  - C. Abuse, misuse, negligence or accidental damage, damage due to theft, vandalism, natural disasters, high winds, hail or "Acts of God."
  - D. Alteration or modification of the home.
  - E. The use of a kerosene heater or other type of fuel-burning portable heater in the home.
  - F. Normal deterioration due to wear or exposure. Please see page 16 for maintenance requirements.
  - G. Problems resulting from using the home as a support structure for objects attached to it such as awnings, carports, garages etc.
  - H. Problems resulting from moving and reinstalling the home.
  - I. Problems caused by lack of maintenance. (See page 17.)
  - J. Problems resulting from condensation.
  - K. The following items are considered part of homeowner maintenance and are not covered:
    - Carpet wear in high traffic areas
    - Caulking on the interior and exterior of the home
    - Minor drywall, tape and texture or ceiling cracks
  - L. Problems resulting from microbial matter including, but not limited to, mold, mildew, fungus and dry rot.
  - M. Faucet aerator blockage.
  - N. Adjustment of toilets.
- ▼ Damage from moving your home from the original site.
- ▼ Problems resulting from failure to comply with instructions contained in the Homeowner's Guide and/or the Fleetwood Home Installation Manual.



*\*This list is illustrative only, not exhaustive.*

**THIS  
WARRANTY  
DOES NOT  
COVER:  
(CONT.)**

- ▼ Appliances or accessories provided or installed by a Retailer or a third party.
- ▼ Fleetwood will not pay or reimburse you, your insurance company, or third parties you contact who may provide repair, or replacement, services without prior written authorization.
- ▼ If mold growth results from a condition that is no longer covered by the Fleetwood 1-year warranty, the homeowner will be responsible for all costs of remediation and repair. If, however, mold growth results from a defect that is still under warranty (e.g., a plumbing or roof leak within the covered 1-year warranty period), Fleetwood is responsible for the following:
  - 1) Repair of the leak or defect that caused the mold growth;
  - 2) Removal or cleaning of affected building materials;
  - 3) Repair any other parts of the home damaged by the remediation.
- ▼ ***Fleetwood will NOT be responsible for any other losses, damages, or claims, caused or alleged to be caused by MICROBIAL MATTER or other alleged contamination, including, but not limited to, property damage, personal injury, loss of income, legal fees or expenses, emotional distress, death, loss of use, loss of value, all other economic loss, adverse health effects, or any other effects. IN EXCHANGE FOR THE FLEETWOOD 1-YEAR WARRANTY AND FLEETWOOD'S AGREEMENT TO THE FOREGOING COVERAGE, YOU ARE HEREBY WAIVING AND FLEETWOOD IS HEREBY DISCLAIMING ANY IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF WORKMANLIKE CONSTRUCTION, HABITABILITY, AND FITNESS FOR A PARTICULAR USE. Any dispute relating to what is covered under Fleetwood's warranty or the manufacturer's responsibility for the consequences of mold, including any property damage or personal injury claim, or any other claim, is subject to the applicable arbitration provisions of the retail purchase contract and the Fleetwood warranty.***
- ▼ Damage to your home is not covered unless it is caused by the failure of an item covered by this warranty. The following items are not considered manufacturing defects in materials and/or workmanship and are not covered by this warranty.
  - A. Broken, chipped or scratched glass or mirrors, or electrical cover plates.



**THIS  
WARRANTY  
DOES NOT  
COVER:  
(CONT.)**

- B. Scratches, dents, gouges or scuffs in vinyl floor coverings, walls, doors, cabinets, moldings, countertops, appliances, or plumbing fixtures, including toilet seats.
- C. Stains, cuts and/or tears in and on carpets, floor coverings, window treatments.
- D. Damaged or stained hardware (towel bar, door pulls, knobs, etc.), shower doors, exterior siding, trim or shutters.
- E. Torn or damaged window screens or shower curtains.
- F. Cracking or shrinking of fixture, tile or trim caulking.
- G. Broken, loose or missing trim.
- H. Adjustments to window or doors.

Should any of the above items be present at the time of first occupancy, however, they will be repaired or replaced provided you give timely notice of the problem. Items present at first occupancy must be reported to your Retailer or Fleetwood Service Center within 45 days of the close of sale. A checklist on page 41 has been provided for your use.

- ▼ Bedding, draperies, furniture, tires, wheels, axles or brakes.
- ▼ Any home registered or located outside the 50 United States.
- ▼ YOUR LOSS OF TIME OR INCONVENIENCE, COMMERCIAL LOSS, BEING DISPLACED OR UNABLE TO USE YOUR HOME, INCIDENTAL CHARGES SUCH AS TELEPHONE CALLS, HOTEL BILLS OR OTHER INCIDENTAL OR CONSEQUENTIAL DAMAGES. SOME STATES DO NOT ALLOW THE EXCLUSION OR LIMITATION OF INCIDENTAL OR CONSEQUENTIAL DAMAGES, SO THE ABOVE LIMITATION OR EXCLUSION MAY NOT APPLY TO YOU.

**ARBITRATION**

If your concerns are not satisfactorily remedied through the steps set out in this Limited Warranty, you agree that any dispute you have shall be settled through binding arbitration. YOU ARE HEREBY WAIVING THE RIGHT TO A JURY TRIAL.

In the event of any dispute or claim, arising out of, or in connection with the design, construction, warranty or repair of any product or component supplied by the manufacturer, the condition of the product, the conformity of the product, the merchantability of the product, whether such product is or is not "new," any representations, promises, undertakings or covenants made or allegedly made by the manufacturer in connection with or arising out of any transaction or undertaking between the manufacturer and any direct or subsequent purchaser, the manufacturer and the purchaser of this

**ARBITRATION  
(CONT.)**

product agree to submit any such dispute or claim to binding arbitration pursuant to the provisions of 9 USC 1, et. seq. and according to the applicable rules of the American Arbitration Association then existing.

If any provision of this agreement is found to be unenforceable, such provision shall be considered severed from the remaining provisions of this agreement and such remaining provisions shall remain in full force and effect.

---

THE REMEDIES PROVIDED IN THIS WARRANTY ARE THE SOLE REMEDIES PROVIDED BY FLEETWOOD.

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

THIS WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS, AND YOU MAY ALSO HAVE OTHER RIGHTS WHICH MAY VARY FROM STATE TO STATE.

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



# ABOUT YOUR HOME...

## GENERAL INFORMATION

Your Fleetwood manufactured home is similar in most aspects to a site-built home. The wiring, plumbing, and appliance fixtures meet applicable national building standards and codes.

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

It's worth your while to read the rest of your Homeowner's Guide. If you're a first-time Homeowner, you'll find this information especially useful. If you've owned a home before, we recommend reviewing the sections that follow, because every home is somewhat unique.

As an added service, we offer a floor plan layout of your home at minimal cost. These are non-proprietary system drawings. For more information on obtaining the diagrams for your home, write to:

Fleetwood Homes  
3125 Myers Street  
P.O. Box 7638  
Riverside, CA 92513-7638  
ATTN.: Customer Satisfaction Dept.  
RE: Floor Plan Layout—HG

*Be sure to include your home's model and serial numbers.*

## ELECTRICAL SYSTEM

- ▼ Light fixtures, outlets and wiring in your home meet applicable standards for manufactured home electrical service. Your electrical system is grounded and protected by circuit breakers located in the electrical service panel box.
- ▼ Branch circuits in the panel are usually grouped for convenience and they are labeled for easy identification.
- ▼ Two or more 20-ampere, 120-volt circuits are provided for the kitchen and dining areas. Other outlets throughout the home are on 15-ampere circuits.
- ▼ Bathroom, some kitchen and any manufacturer-installed outdoor outlets are protected by Ground Fault Circuit Interrupter (GFCI) outlets. One exception is the receptacle outlet located on the underside of the house within 2 feet of the water supply inlet. This receptacle is for an electric heat tape. Please refer to page 15 of this Guide for details.
- ▼ Do not connect any equipment or tools to the receptacle on the underside of the home.



## **ELECTRICAL SYSTEM (CONT.)**

- ▼ Do not connect electrical appliances needing a constant source of power, such as refrigerators or freezers into the GFCI. The GFCI may "trip" on occasion as a safety precaution. Again, items needing a constant flow of electricity should not be plugged into this outlet or any GFCI outlet.
- ▼ If heating or other appliances in your home require 240-volt circuits, these circuits will have separate breakers and are clearly identified.
- ▼ If circuit overloads or shorts occur, the breaker will "trip," and the circuit will be disconnected. After the fault is corrected, restore power to the circuit by resetting the breaker.

See the Troubleshooting section of this Homeowner's Guide for more information, beginning on page 29.

## **AIR CONDITIONING**

Fleetwood does not provide air conditioning for your home. Fleetwood does provide the sizing information for your air conditioning on the data plate located below the kitchen sink or in the master bedroom closet. This information is critical for the appropriate sizing of your appliance. Over sized air conditioners can create many problems for the living comfort in your home such as condensation, excessive moisture and other related problems. These problems are not covered under the Fleetwood warranty. Please insure that your air conditioning specialist acquires this information.

## **APPLIANCES**

Operating instructions for your appliances have been provided with your home.

## **PLUMBING**

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



## HOME SAFETY

Apart from the standard materials and construction techniques that make your home safe, several safety devices and features were included in the design of your home.

**Smoke Detector** — Depending on your home's floor plan, one or more smoke detectors are located on a wall near the bedrooms.

These smoke detectors operate as part of the electrical system and in the case of a power failure are equipped with a battery backup power source. The batteries installed in these detectors should be checked very frequently.

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

### WARNING:

**IF, FOR ANY REASON, ONE OF YOUR EXISTING SMOKE ALARMS SHOULD REQUIRE REPLACEMENT, EVERY ATTEMPT SHOULD BE MADE TO OBTAIN A DEVICE OF THE SAME MANUFACTURER'S BRAND. THIS MAY BE FROM A LOCAL HOME IMPROVEMENT STORE OR YOUR HOME RETAILER. IF YOU HAVE DIFFICULTY LOCATING THE PROPER ALARM PLEASE CONTACT OUR CUSTOMER SATISFACTION DEPARTMENT AT 1-800-688-1745 AND THEY WILL DIRECT YOU TO ONE OF OUR SERVICE CENTERS TO OBTAIN THE DEVICE.**

The reason for this warning is that the internal power and signal circuitry of different brands of smoke alarms is not compatible and intermixing brands may cause the system to function improperly and/or damage individual smoke alarms and render them inoperable.

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

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



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

## HOME SAFETY (CONT.)

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

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

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

Replacement components should always be rated equal or better than the original, and must be compatible with other system components. Before work begins, we strongly recommend purchasing the technical diagrams specifically for your home.

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

## YOUR HOME'S SITE

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

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

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

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



**YOUR  
HOME'S  
SITE  
(CONT.)**

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

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

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

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

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

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

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

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

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



## YOUR HOME'S SITE (CONT.)

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

### WARNING:

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

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

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

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

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

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



## LIFESTYLE TIPS

There are many ways to make your home comfortable and efficient no matter where you live. Here are some useful tips to make your home ownership more pleasurable in specific areas of the country.

### HOUSEHOLD TIPS

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

### EXTENDED VACATION TIPS

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

### WINTERIZING TIPS

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

In extremely cold climates, we recommend that you install an electric heat tape. Consult your Fleetwood Retailer for additional information.

#### WARNING:

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

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

#### WARNING:

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

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



## LIFESTYLE TIPS (CONT.)

### DESERT TIPS

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



# CARING FOR YOUR HOME...

## EXTERIOR MAINTENANCE

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

These maintenance tips are here to help you.

### FRAME

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

### UNDERSIDE OF THE HOME

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

### FINISHED EXTERIOR WALLS

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

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

### FINISHED METAL WALLS & VINYL SIDING

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

### CAULKING & SEALANTS

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



## EXTERIOR MAINTENANCE (CONT.)

### LOCKS & LATCHES

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

### WINDOWS

- ▼ Your windows are designed for years of trouble-free service and easy care. Be sure latches are adjusted as needed, and lubricate the window guides with a silicone spray at least once a year.

Inspect the outside window frames yearly. Be sure the screws that fasten the window to the exterior wall are tight. Inspect the caulk and reseal the window frame if necessary. Your Fleetwood Retailer can recommend a good sealant for your windows.

In cold climates, especially in areas of high humidity, water vapor may condense on the glass. Purchasing and installing storm windows designed for your home will help reduce this condensation. Storm windows will also help keep the heat in and the cold out.

### ROOFS

#### ▼ *All Roofs*

Seams, vents, flashings and caulked joints should be resealed once a year. Always use sealants that remain flexible. Follow the manufacturer's instructions when applying coatings and sealants. Sealants are available in many colors for matching.

- ▼ Keep the roof clear of leaves and debris because this may damage the roof.

- ▼ Keep gutters and downspouts free of leaves and debris.

#### ▼ *Shingle Roofs*

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

#### ▼ *Metal Roofs*

Your metal roof is made of galvanized steel. All vent caps, roof vents, and other flashings are coated during the manufacturing process. This is to ensure a watertight seal. Regular preventive maintenance is necessary to avoid damage that may occur from leaks due to excessive heat or harsh weather conditions.

After the first year, we recommend that you coat the entire metal roof with a good white or aluminum roof coating. Your Fleetwood Retailer can recommend suitable coating products.



## INTERIOR MAINTENANCE

### FLOOR COVERINGS

- ▼ Taking care of your floor protects your investment. Regular cleaning of vinyl floor coverings removes dirt that scratches the surface that can dull the finish.
- ▼ When moving appliances or furniture be careful not to cut, scratch or gouge the floor coverings. This damage is not covered under your warranty.
- ▼ Proper care of your carpet will extend its life. Frequent vacuuming removes dirt particles which damage the carpet. Vacuuming only removes surface dirt. For deeper cleaning, we recommend a professional carpet cleaning when necessary, or every year to renew the life and color of your carpeting. Self shampooers may leave the carpet and carpet pad saturated. This may damage your floor. This type of damage is not covered by your warranty.

### CONDENSATION

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

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

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

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

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

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

**Q. — Where does all the water come from?**

A. — The moisture in the air comes from many sources. Some of the most common are:

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

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



## INTERIOR MAINTENANCE (CONT.)

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

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

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

**A. —** The two most important things are:

Reduce the amount of moisture in the air; and, increase ventilation. (Please refer to the Ventilation section of this Homeowner's guide on page 24.)

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

**A. —** Water trapped under the home migrates into the home. Repair any holes or openings to the covering installed on the underside of the actual home itself. Be sure the ground under your home is sloped to ensure proper drainage. For more information, see the **Site Preparation** section of the **Fleetwood Installation Manual**.

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

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

To control humidity with heat:

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



## **INTERIOR MAINTENANCE (CONT.)**

### **HUMID CLIMATES**

#### **▼ Recognize early signs of moisture problems**

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

#### **▼ Eliminate excess moisture**

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

#### **▼ Check the size of your air conditioner or heat pump**

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

#### **▼ Do not use unvented propane, kerosene or combustion heaters**

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

#### **▼ Do not cover or close off the registers**

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

#### **▼ Check your filter monthly**

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

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

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



## INTERIOR MAINTENANCE (CONT.)

### INFORMATION ABOUT MOLD AND IMPORTANT NOTICES

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

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

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

### WHAT THE HOMEOWNER CAN DO

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

- Before bringing items into the home check for signs of mold. Potted plants (roots and soil), furnishings, or stored clothing and bedding materials may also contain mold spores.
- Regular vacuuming and cleaning will help reduce levels of settled mold spores. Additionally, detergent solutions and most tile cleaners are effective in controlling mold growth on surfaces.
- Keep the humidity in the home below 40%. Ventilate kitchens and bathrooms by opening windows, using exhaust fans, or running the air conditioning to remove excess moisture in the air and to facilitate evaporation of water from wet surfaces. In general, windows or doors throughout the house should be opened periodically to ventilate the home.



## **INTERIOR MAINTENANCE (CONT.)**

- Promptly clean up spills, condensation, and other sources of moisture. Thoroughly dry any wet surfaces or material. Do not let water pool or stand in your home. Promptly replace any materials that cannot be thoroughly dried, such as drywall or insulation.
- Inspect for leaks on a regular basis. Look for discolorations or wet spots. Repair any leaks promptly. Inspect condensation pans (refrigeration and air conditioners) for mold growth. Take notice of musty odors and any visible signs of mold growth.

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

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



## INTERIOR MAINTENANCE (CONT.)

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

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

### VENTILATION

The windows and doors in your home are tightly sealed. Due to increased thermal requirements, additional insulation has been added in the walls, floor and roof cavity. When the windows and doors are closed, fresh air flow is reduced. This means that anything which you introduce into the home (for example, cigarette smoke, burning scented candles, cooking oils, moisture, etc.) will stay in your home if it is not mixed with fresh air from the outside. This material will build up and be distributed throughout your home by the heating or cooling system, and may show up on your walls as a black or brown residue.

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

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

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



## INTERIOR MAINTENANCE (CONT.)

This section covers quality of life issues as well as some potential dangers and health risks.

### KEROSENE HEATER USAGE

▼ **YOU SHOULD NOT USE A KEROSENE HEATER IN YOUR HOME.** We cannot stress this enough. And, we want you to know why. You risk voiding your warranty coverage. But more important than that, you risk your health.

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

We want you to be safe and comfortable. There are other remedies against the cold suggested in Winterizing Tips on page 15 that will not put you and your home at risk.

### APPLIANCES

- ▼ The appliances that Fleetwood installed in your home were selected with great care. To help prolong their life, please refer to the operating manuals included in the Owner's Information Envelope. If you have questions about the operation of any appliance or if you have a problem, call your Fleetwood Retailer who will coordinate service for you.



## INTERIOR MAINTENANCE (CONT.)

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

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

### PLUMBING FIXTURES

- ▼ If your tubs, showers and similar fixtures have caulking, check the caulking once a year. Remove any materials that are cracked, dry or peeling away. Re-caulk or reseal with appropriate flexible, non-hardening caulks and sealants.
- ▼ **Fiberglass, Acrylic or Other Plastic Fixtures**  
Clean the surfaces with warm water and a mild detergent. Abrasives will scratch, dull or discolor the surface. Do not use ammonia or any cleaner containing ammonia. Repair kits are available at local hardware or paint stores in a variety of colors and finishes that can be used to fix minor scratches or chips. Local fiberglass repair services can usually fix major damage.
- ▼ **Porcelain Fixtures**  
The porcelain enamel finish on sinks, tubs, range tops, appliances, or other surfaces may chip or become pitted or porous if not cared for properly. To protect the appearance and life of porcelain surfaces in your home:
  - Clean with warm water and mild detergent. Avoid harsh abrasive cleaners or metal pads.
  - If your porcelain surfaces become badly chipped, stained or dirty, local hardware or plumbing dealers can recommend products that can restore the finish without damage.

### HEATING & AIR CIRCULATION SYSTEM

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

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

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



## INTERIOR MAINTENANCE (CONT.)

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

### FUEL OIL FURNACE SYSTEM

- ▼ Your outside fuel oil tank and supply system, which is not provided by Fleetwood, must be installed as recommended by the furnace manufacturer. The tank must be located safely away from fire or other hazards, and must be accessible for service.

In areas of high humidity and extreme temperatures, water may condense and collect in the bottom of the inside of the tank. This condensation can be minimized by using a vented tank cap and keeping the tank full.

A proper filter, installed in the fuel line near the tank will help trap any dirt or water that may settle in the tank. Your fuel supplier may be able to drain or pump out dirt and any water. For additional information on fuel lines, please refer to the winterizing tips on page 15 of this Guide.

### GAS (LP OR NATURAL) FURNACE SYSTEM

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

### ELECTRIC HEATING SYSTEM

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

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

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

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

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

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

## INSURANCE



**INTERIOR  
MAINTENANCE  
(CONT.)**

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



# TROUBLESHOOTING...

Your quality Fleetwood home must pass a series of inspections. Government guidelines and Fleetwood's own strict building standards result in one of the best-built homes you can buy.

Yet, all homes on occasion, need attention as a result of living in them and using them. This section should help you determine when you need professional help and when you can do it yourself. This easy-to-follow information is more involved than general, routine maintenance, but it is just as important.

## ELECTRICAL TROUBLESHOOTING

Electrical problems generally fall into two categories – complete power failures and specific circuit failures. Read both sections carefully before attempting anything. In case your power goes out, it is always wise to have a flashlight with fresh batteries handy.

### ▼ Complete Power Failure

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

#### 1. *Stormy Weather*

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

#### 2. *Power Outages*

Sometimes, power companies have problems and there is little you can do except wait for power to be restored. Occasionally, a downed power line or damage to buried power lines from digging may cause a power outage to a street or a block in your neighborhood while others are not affected. If power to your house and homes on either side of you is out, but other homes across the street or on other nearby blocks seem unaffected, call the power company and explain the problem. Always follow their directions, if any are offered.



## ELECTRICAL TROUBLESHOOTING (CONT.)

### ▼ Specific Circuit Failures

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

#### 1. *Switchable Outlets*

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

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

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

GFCI protection is designed to protect you against the hazards of line-to-ground electric faults and electrical shocks. These are possible when using electrical appliances if they come into contact with moisture. If a circuit or appliance, like an electric shaver or hair dryer, develops a potential shock hazard of this type, the GFCI device is designed to disconnect the outlet and other outlets on the same circuit. This is a built-in safety feature. It is limiting your exposure time to the shock hazard caused by current leaking to the ground.

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

Test the GFCI at least once a month.

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



## ELECTRICAL TROUBLESHOOTING (CONT.)

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

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

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

### 3. *Appliance or Fixture Problems*

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

### 4. *Circuit Overloads*

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



**PLUMBING  
SYSTEM  
TROUBLESHOOTING**

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

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

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

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

**HEATING/AIR  
CONDITIONING  
TROUBLESHOOTING**

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

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

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

**STRUCTURAL  
TROUBLESHOOTING**

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

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

**ROOF NOISE  
TROUBLESHOOTING**

If your home was built with a sheet metal roof, you may occasionally hear a low pitched rumble or thumping noise, especially during high wind conditions. This sound is normal. It is caused by the roof material flexing in the wind. After an extended period of very high winds or sharp gusts, you should inspect your roof as outlined in the Maintenance section.

# THINGS YOU SHOULD KNOW...

## FORMALDEHYDE EMISSION

We want your experience owning a Fleetwood home to be a happy one. So, we think there are things you should know to improve the quality of your life. This section covers those quality of life issues as well as some of the potential dangers, health risks. It also lists laws and State Administrative Agencies.

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

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

High indoor temperatures and humidity raise formaldehyde levels. When a home is 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.



## **MANUFACTURED HOUSING STANDARDS ACT**

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

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

The Act provides that if for some reason your home is found not to meet one of the standards or to contain safety hazards, the manufacturer of the home must notify you. In some cases where there is a safety hazard involved, the Act requires the manufacturer to correct the defect at no cost to you or to replace the home or refund all or a percentage of the purchase price. If you believe you have a problem for which the Act provides a remedy, you should contact the Retailer from whom you purchased your home, the manufacturer, the State Administrative Agency in your state or the Department of Housing and Urban Development. For your reference, the State Administrative Agencies are listed on page 35.

We recommend that you contact your Retailer or us first (our toll-free numbers listed on page 2 of this Homeowner's Guide), because that is the quickest way to have your complaint considered.

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

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

Manufactured Housing Standards Division  
Department of Housing & Urban Development  
Washington, DC 20410  
(202) 708-6423



# STATE ADMINISTRATIVE AGENCIES

**ALABAMA**  
Manufactured Housing Commission  
350 S. Decatur Street  
Montgomery, AL 36104-4306  
(334) 242-4036/Fax (334) 240-3178

**ARIZONA**  
Department of Building & Fire Safety  
Office of Manufactured Housing  
99 East Virginia, Suite #100  
Phoenix, AZ 85004-1108  
(602) 255-4072, ext. 244/Fax (602) 255-4962

**ARKANSAS**  
Manufactured Home Commission  
523 South Louisiana Street, Suite 500  
Little Rock, AR 72201-5705  
(501) 324-9032/Fax (501) 324-9034

**CALIFORNIA**  
Department of Housing & Community Development  
Manufactured Housing Section  
1800 Third Street, Suite 260  
Sacramento, CA 95814-6900  
(916) 445-3338/(DD) (916) 327-2838/Fax (916) 327-4712

**COLORADO**  
Housing Division  
Department of Local Affairs  
1313 Sherman Street, #323  
Denver, CO 80203-2244  
(303) 866-4656/Fax (303) 866-4077

**FLORIDA**  
Bureau of Mobile Home & R.V.  
Division of Motor Vehicles  
2900 Apalachee Pky, Room A-129  
Tallahassee, FL 32399-0640  
(850) 488-8600/Fax (850) 488-7053

**GEORGIA**  
Manufactured Housing Division  
State Fire Marshal's Office  
#2 Martin Luther King, Jr. Drive, #620 West Tower  
Atlanta, GA 30334  
(404) 656-3687 or (404) 656-9498/Fax (404) 657-6971

**IDAHO**  
Division of Building Safety - Building Bureau  
277 N. Sixth Street, Suite #100  
Boise, ID 83702-7720  
(208) 334-3896/Fax (208) 334-2683

**INDIANA**  
Codes Enforcement Division  
Department of Fire & Building Services  
402 W. Washington Street, Room W-246  
Indianapolis, IN 46204-2739  
(317) 232-6422 or (317) 232-1406/Fax (317) 232-0146

**IOWA**  
State Building Code Bureau  
Department of Public Safety  
Wallace State Office Building  
621 E. Second Street  
Des Moines, IA 50309-1831  
(515) 281-5821/Fax (515) 242-6299

**KENTUCKY**  
Manufactured Housing Division  
Department of Housing, Building and Construction  
1047 U.S. 127 South Building  
Frankfort, KY 40601-4322  
(502) 564-3626/Fax (502) 564-1266

**LOUISIANA**  
Manufactured Housing Division  
State Fire Marshal's Office  
5150 Florida Boulevard  
Baton Rouge, LA 70806-4125  
(225) 925-4911 or (800) 256-5452/Fax (225) 925-3699

**MAINE**  
Manufactured Housing Board  
Department of Professional & Financial Regulation  
35 State House Station  
Augusta, ME 04333-0035  
(207) 624-8603 or (207) 624-8612/Fax (207) 624-8637

**MARYLAND**  
Department of Housing & Community Development  
Code Administration  
100 Community Place  
Crownsville, MD 21032-2023  
(410) 514-7212 or (410) 514-7220/Fax (410) 987-8902

**MICHIGAN**  
Bureau Deputy Director for Manufactured Housing  
Corporation, Securities, Land Development Bureau  
6546 Mercantile Way  
Lansing, MI 48911-5971  
(517) 334-6203/Fax (517) 334-6842

**MINNESOTA**  
Building Codes & Standards Division  
Department of Administration  
Manufactured Structures Section  
121 7th Place, Suite 408  
St. Paul, MN 55101  
(651) 296-4639/Fax (651) 297-1973

**MISSISSIPPI**  
Manufactured Housing Division  
State Fire Marshal's Office  
550 High Street, Suite 706  
Jackson, MS 39201  
(601) 359-1061/Fax (601) 359-1076

**MISSOURI**  
Department of Manufactured Housing, RV & Modular Units  
Public Service Commission  
301 West High Street, Room 840  
Jefferson City, MO 65101-1580  
(800) 819-3180/Fax (573) 526-3484

**NEBRASKA**  
Public Service Commission  
Housing & Recreational Vehicle Department  
P.O. Box 94927  
1200 N Street; 300 The Atrium  
Lincoln, NE 68509-4927  
(402) 471-0518/Fax (402) 471-7709

**NEVADA**  
Department of Business & Industry  
Manufactured Housing Division  
2501 E. Sahara Ave., Suite 204  
Las Vegas, NV 89104-4137  
(702) 486-4135 or (702) 486-4278/Fax (702) 486-4309

**NEW JERSEY**  
Division of Codes & Standards  
Department of Community Affairs  
P.O. Box 816  
101 S. Broad Street  
Trenton, NJ 08625-0816  
(609) 984-7833 or (609) 984-7974/Fax (609) 984-7952

**NEW MEXICO**  
Manufactured Housing Division  
Regulation & Licensing Department  
725 St. Michael's Drive  
Santa Fe, NM 87505-7605  
(505) 827-7070 or DD (505) 827-7028/Fax (505) 827-7074

**NEW YORK**  
Manufactured Housing Unit  
Department of State  
Code Division  
41 State Street, Room 1130  
Albany, NY 12207-2839  
(518) 474-4073 or DD (518) 473-8901/Fax (518) 486-4487

**NORTH CAROLINA**  
Manufactured Building Division  
Department of Insurance  
410 N. Boylan Avenue  
Raleigh, NC 27603-1212  
(919) 733-3901 or (800) 587-2716/Fax (919) 715-9699

**OREGON**  
Department of Consumer & Business Services  
Building Codes Division  
1535 Edgewater Drive, NW, P.O. Box 14470  
Salem, OR 97309-0404  
(503) 373-3176/Fax (503) 378-2322

**PENNSYLVANIA**  
Community Development & Housing Office  
Department of Community & Economic Development  
Division of Manufactured Housing  
Forum Building #314  
Harrisburg, PA 17120-01555  
(717) 720-7413/Fax (717) 783-4663

**RHODE ISLAND**  
Building Code Commission  
Department of Administration  
One Capitol Hill  
Providence, RI 02908-5859  
(401) 222-3033/Fax (401) 222-2599

**SOUTH CAROLINA**  
Department of Labor, Licensing, & Regulation  
Real Estate & Building Code Professions  
110 Centerville Dr., Suite 102  
Columbia, SC 29211-1329  
(803) 896-4682 or (803) 896-4688/Fax (803) 896-6038

**SOUTH DAKOTA**  
Commercial Inspection & Regulation Division  
Department of Commerce and Regulations  
118 W. Capitol Avenue  
Pierre, SD 57501-5070  
(605) 773-3697/Fax (605) 773-6631

**TENNESSEE**  
Codes & Standards, Division of Fire Prevention  
Department of Commerce & Insurance  
500 James Robertson Parkway  
Nashville, TN 37243-1162  
(615) 741-6246/Fax (615) 741-1583

**TEXAS**  
Manufactured Housing  
Department of Housing & Community Affairs  
507 Sabine Street, 10th Floor  
Austin, TX 78701-3737  
(512) 475-3983 or (800) 500-7074/Fax (512) 475-4760

**UTAH**  
Construction Trades Bureau  
Division of Occupational & Professional Licensing  
Department of Commerce  
P.O. Box 146741  
160 E. 300 South  
Salt Lake City, UT 84111-6764  
(801) 530-6727/DD (801) 530-6365/Fax (801) 530-6511

**VIRGINIA**  
Manufactured Housing Office  
Department of Housing & Community Development  
Jackson Center  
501 N. Second St.  
Richmond, VA 23219-1321  
(804) 371-7160/Fax (804) 371-7092

**WASHINGTON**  
Office of Manufactured Housing  
Department of Community Trade & Economic Development  
906 Columbia St. S.W.  
Olympia, WA 98504-8300  
(360) 586-0491 or (360) 586-1362/Fax (360) 586-5880

**WEST VIRGINIA**  
Division of Labor  
319 Building Three  
Capital Complex  
Charleston, WV 25305  
(304) 558-7890/Fax (304) 558-3797

**WISCONSIN**  
Manufactured Homes, Safety & Building Division  
Department of Commerce  
201 East Washington Avenue  
Madison, WI 53702-0006  
(608) 266-8577/Fax (608) 267-0592  
ALL MAIL TO HOME:  
S 3257 Buckhorn Road  
Reedsburg, WI 53959  
(608) 355-0108/Fax (608) 355-0126

# YOUR HOME'S MAINTENANCE...

## CALENDAR AND RECORD

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

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

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

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

### EVERY MONTH

Smoke detector\*  
Ground Fault Circuit  
Interrupter (GFCI)

### EVERY 3 MONTHS

Evaporative cooler\*  
Water heater\*  
Anchors & tie downs  
Locks & latches  
Air conditioner filters\*  
Furnace and exhaust fan  
filters

### ONCE EACH YEAR

Air conditioning system\*  
Clothes dryer\*  
Clothes washer\*  
Kitchen & bath vent fans  
Furnace\*  
Microwave oven\*  
Stove & oven\*  
Trash compactor\*  
Fire extinguisher\*  
Skirting  
Metal roof  
Exterior finish  
Exterior caulking/sealants  
Shingle roof  
Interior caulking/sealants  
Locksets/latches  
Windows/doors  
Electric Heat Tape\*



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Printed in the USA









