

H O M E S build your life with us.

Congratulations on the purchase of your new home and thank you for choosing a Signature Homes community. It is important that you understand what the warranty covers as well as the routine maintenance, inspections and services that your home will require to remain in excellent condition. This guide is just a summary of our complete warranty program.

# TABLE OF CONTENTS

Warranty	4-13
Emergencies	
Signature Warranty Coverage	
Warranty Service Requests	
Courtesy Follow Up Visit	
Once You Move In	
FAQs	
Fireplace	14-15
Appliances	16
Sink Garbage Disposal	17
Plumbing/Water Supply	18-19
Water Heater	20
GFIC Ground Fault Interrupter Circuits	21
ARC Fault Circuit Breakers	21
HVAC Unit	22
Garage Door	23
Windows	24
Irrigation System	25–31
Landscaping 101	32
Gas Meter	33
Cleaning Guide	34-35
Changes to Dryer Breakers	36-37
Routine Home Maintenance	38-45
Courtesy Follow Up Agenda	46



## ALL WARRANTY REQUESTS MUST BE IN WRITING TO THE WARRANTY DEPARTMENT, VIA EMAIL OR WEBSITE.

EMAIL: Warranty@signature.homes

WEB: www.Signature.homes

SCAN TO OPEN YOUR WARRANTY ONLINE OR MAKE A REQUEST. SCAN TO OPEN YOUR WARRANTY PROGRAM





The main Signature Homes office number: 205.989.5588

After hours emergency number: 205.941.4551

#### HELP US TO SERVE YOU

We can provide service faster and more accurately if we have all the necessary information. With any warranty request, please include:

- Your name, address and the phone number where you can be reached during business hours.
- A complete description of the problem, for example, "guest bath—cold water line leaks under sink," rather than, "plumbing problem."

#### SIGNATURE WARRANTY COVERAGE

## **EMERGENCIES ONLY: 205.941.4551**

## HOURS OF OPERATION M-F AFTER 4PM + WEEKENDS/HOLIDAYS

- Please allow up to 24 hours for response.
- Emergencies are answered in order of received and based on severity
- Please mitigate any damage you can while waiting for assessment

#### **EMERGENCIES ARE CONSIDERED:**

- Total loss of heat during winter months (October May)
- No working AC in entire home (May October)
- Total loss of electricity (check for community outage first)
- Total loss of water or plumbing leak that requires water to be shut off to your entire home
- Roof leak (cannot be repaired while raining protect home from further damage)
- Gas leak (report to the gas company first if you suspect a gas leak!)

SPIRE: 1-800-292-4008



#### 1 YEAR

Signature Homes provides a 1 year Limited warranty which covers your home from defects in materials and workmanship.

#### 2 YEAR

Signature Homes provides a 2 year warranty on all mechanical systems including Plumbing, HVAC, Electrical, Roofing and Appliances.

#### 10 YEAR

Structural warranty provides that your home will be free from any major structural defects in the slab, foundation and framing of your home.

\*Any additional work done to your home which is covered during this warranty period must be performed by the Signature Homes vendor used during the time of production to prevent voiding any part of the warranty.

Please note, all Signature warranties are not transferable to the second and subsequent homeowners.

#### ITEMS NOT COVERED

under your Signature Warranty after closing

#### AREAS SUCH AS FENCES & DECKS

Natural wood products may warp or cup.

#### COSMETIC FLAWS

Scratches on windows, bathtubs, cabinets, sinks, countertops and flooring.

#### LANDSCAPING

Issues due to shaded areas, lack of watering, over watering or neglect.

#### WARRANTY SERVICE REQUESTS

If you need to initiate non-emergency warranty service at any time during the warranty term, as described in section 2 of the Limited Warranty Agreement, you are welcome to do so by sending in a warranty request via email. The easiest way to submit a request is via the warranty email, Warranty@signature.homes. Please include your name, address, phone numbers and the warrantable items.

#### PUT IT IN WRITING

A written report of warranty request items provides you with a record of any request. This also allows us to operate efficiently, thereby providing faster service to all homeowners.

#### ONE TIME WARRANTY REPAIRS

Your home is constructed using hundred of different materials. In addition, the climate in the Southeastern US is subject to wild swings in temperature and humidity. As a result, due to thermal expansion/contraction and variation in moisture content, certain components of your home may move in the first year.

If needed, we will perform repairs to items listed below, one time, during the first year following the closing of your home. In most cases, you will benefit by waiting for a date near the end of your 1 year Comprehensive Warranty Term to have those repairs made, rather than upon first appearance. In any event, one time during the first year after closing, repairs to the following limited items will be performed free of charge.

Caulking and Paint Touch-up: due to separations or cracks in interior trim

Patching and Paint Touch-up: due to drywall separation and/or nail/screw head "pops"

Ceramic Tile: grout repair needed due to cracks

THESE ITEMS MUST BE REPORTED BEFORE THE EXPIRATION OF THE 1 YEAR COMPREHENSIVE WARRANTY TERM

## WARRANTY GUIDE

#### COURTESY FOLLOW UP VISIT

One of our Warranty Supervisors will set up an appointment with you during the first month after closing, to ensure that all functions of your home are operating properly and to review our Warranty Procedure. During this appointment we intend to review key maintenance points and answer any questions you have about the care and operation of your home's features.

If you have questions about your home prior to this visit, please make note of them so we can get them addressed. Please ensure that the person at home for the warranty visit is over the age of 18 and is familiar with any concerns or questions you have.



Effective for all homes closed after February 2019

### COURTESY FOLLOW UP AGENDA

	CATEGORY	INSTRUCTION	
	Coverage	Review warranty coverage.	
	Claims	Review warranty claim submission and 1 time repairs.	
	Claims	Review emergency claims and submission procedures.	
	Maintenance	Review maintenance requirements and suggestions.	
	1st year	Discuss what to expect in your first year.	

## WARRANTY

#### ONCE YOU MOVE IN

## IN THE FIRST YEAR YOUR HOME WILL GO THROUGH ADJUSTMENTS.

Due to seasonal differences in temperature and humidity, you may see a few changes in your home. We will repair these items 1 time during the 1 Year Comprehensive Warranty Term

#### THINGS YOU MAY SEE...



TRIM JOINTS EXPAND & CONTRACT

WE WILL: Caulk, paint, and trim



NAILS POP IN SHEETROCK

**WE WILL:** Reset screw, apply joint compound, sand and paint



**CRACKS IN GROUT** 

WE WILL: Reapply grout

#### THESE ISSUES DO NOT AFFECT THE STRUCTURE OF YOUR HOME!

### FAQ's



#### WHAT IF MY EXTERIOR CONCRETE CRACKS?

As concrete cures (dries out) contraction can occur and cracks will appear. Although it is common for concrete to crack, we have taken every precaution to properly install your concrete and even have an outside inspection to make sure it's done properly. Signature will fill concrete cracks in the slab or garage when the crack is:

Concrete cracks in slab or garage:

- A) Greater than 3/16" inch width
- B) Greater than 3/16" inch vertical displacement

Concrete cracks in patio or driveway:

- A) Greater than 1/4" inch width
- B) Greater than 1/4" inch vertical displacement

These standards are in accordance with the Signature Homes Warranty and the National Association of Homebuilders Residential Construction Performance Guidelines.



## WHAT IF NAIL POPS APPEAR IN THE SHEETROCK WALLS OR CEILINGS?

Nail pops are a natural occurrence in sheetrock, usually due to reduced humidity in your home which causes the wood to shrink slightly. These could happen at any point after the construction of your home is complete. If this occurs, Signature will repair and repaint the spot 1 time during the 1 Year Comprehensive Warranty Term.



## WHAT IF I HAVE AREAS IN MY YARD WHERE THE SOD IS THIN OR DYING OUT?

There may be areas in your yard that receive a limited amount of sunlight during certain times of the year. These areas may not receive enough sunlight to support sod growth, causing the sod to grow thin or die. Areas adjacent to fences can also receive a limited amount of sunlight. These shaded areas are considered homeowner maintenance and are unwarrantable issues. Under watering as well as over watering may affect the growth of your sod, as well as your landscaping.

## WARRANTY

### FAQ's



## WHAT IF GAPS OR HOLLOW SPOTS APPEAR IN LVP AND HARDWOOD FLOORING?

LVP and hardwood flooring may slightly contract and expand. We will correct per industry standards and manufacturer recommendations. Occasionally you may hear "hollow spots". This too is a normal occurrence for any wood product. If the planks move when standing upon them, this issue will also be corrected by using methods approved by manufacturers. Using water to clean hardwood can void your flooring warranty.



## WHAT IF I SEE STANDING WATER IN MY YARD DURING A RAIN STORM?

Water in your yard may come from various points – effluent from downspouts, water draining from your yard, or water draining from an adjacent yard. To prevent standing water or flooding, engineers have developed the swales that you see on some home sites. Your yard is graded so that any surface water should drain away from your house and drain completely off within 48 hours of the end of a rain event. Depending on the amount of rainfall, they may run deep and wide until the water has completely been drained off your property. This means that the swales are operating properly, accomplishing their intended purpose. Drainage swales and shaded areas may not completely dry up, but there should be no standing/pooling water after this time period of 48 hours. Drainage swales should always be kept free and clear to ensure proper drainage of surface water.

## FAQ's



#### WHAT IF A TILE CRACKS IN MY HOME?

Sometimes tiles will crack. A cracked tile does not indicate a structural problem; it is simply an occurrence that may happen. Signature will repair cracks in tile or grout one time during the one year basic warranty period. Because there is some fading with time, sometimes the color of grout and tile may differ slightly. We will try our best to match the original colors, but most likely there will be some color variation. Many homeowners decide not to have the original grout or tile repaired because of this possibility.

#### WHAT IF MY BASEMENT BECOMES HUMID?

Basements without conditioned air will often have higher levels of humidity. The heating and air conditioning in your home are designed to remove humidity, and in an unfinished basement there is no conditioned air. The solution is to place a dehumidifier in the basement as needed. Signature does not warrant against humidity in basements.



#### WHY CAN YOU SEE SEAMS IN MY SHEETROCK?

When finishing sheetrock, we are dealing with several textures, sheet rock, tape and the finish. Unfortunately, depending on lighting, seams may be more visible! All sheetrock seams will be of equal quality to our model standards. Imperfections in sheetrock seams that are visible from a distance of 6'-0 or greater during normal lighting conditions will be repaired. Imperfections that are visible only at certain times of the day (or in specific lighting conditions), are deemed to be acceptable.

## FIREPLACE

#### START UP



#### SCAN FOR A VIDEO TUTORIAL

Avoid any drafts that alter burner flame patterns. Do not allow fans to blow directly into the fireplace. Do not place a blower inside the burn area of the firebox. Ceiling fans may create drafts that alter flame patterns. Sooting and improper burning will result.

During manufacturing, fabricating and shipping, various components of this appliance are treated with certain oils, films or bonding agents. These chemicals are not harmful, but may produce annoying smoke and smells as they are burned off during the initial operation of the appliance, possibly causing headaches or eye or lung irritation. This is a normal and temporary occurrence.

The initial break-in operation should last two to three hours with the burner at the highest setting. Provide maximum ventilation by opening windows or doors to allow odors to dissipate. Any odors remaining after this initial break-in will be slight and will disappear with continued use.

This appliance must not be used with glass doors in the closed position. This can lead to pilot outages and severe sooting outside the fireplace.



Make sure the gas valve located to the right of the fireplace logs is in ON position. The red valve should be in line with the gas line.

#### SEE IMAGE A



Make sure the ON/OFF switch is in the OFF position to use the wall switch



Turn the ON/OFF/PILOT knob on the right side to Pilot position. Once the knob is in the pilot position, push the knob forward. This will allow gas to flow to igniter.

#### SEE IMAGE B





With the knob pushed in, press the igniter located on the extreme left side until the pilot light is lit.

#### SEE IMAGE C



Press Igniter.

When pilot light is present you can adjust the flame height by rotating the knob located next to the ON/OFF/PILOT knob.

### **SHUT DOWN**



The fireplace can be turned off by rotating the ON/OFF/PILOT knob to off position. This will extinguish the pilot light. You can also turn the gas valve to the off position to stop the flow of gas to the log unit.

#### **SEE IMAGE A**



Red valve is in line with gas line.

website: colonialfireplace.com

## APPLIANCES



## SEE MANUFACTURERS WEBSITE FOR ANY OPERATION AND MAINTENANCE QUESTIONS

#### **GE APPLIANCES**

**REGISTRATION** 



#### **SAMSUNG APPLIANCES**

**REGISTRATION** 



COVERAGE



**WARRANTY CLAIM** 



## DISPOSAL

#### WON'T START



The ON/OFF switch for the garbage disposal is located on a wall mounted switch. (This switch is sometimes located under the sink.)

#### **SEE IMAGE A**

ON/OFF Switch



If the wall switch does not activate the disposal, check the main electrical panel to ensure the breaker has not been turned off.

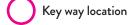
If the breaker switch and wall switch do not activate the disposal, press the red reset button located on the bottom of the disposal unit.

#### SEE IMAGE B

Reset button

#### **JAMMED**









If the disposal is "jammed" turn the switch to ON/OFF switch OFF position. Use the Allen wrench tool and insert it into the key way located under the disposal unit and turn counter clockwise. This will usually dislodge the item jamming the disposal and free it up.

SEE IMAGES C & D

### PLUMBING & WATER SUPPLY



### WATER SHUT OFF TO ENTIRE HOME

LOCATION & OPEN/CLOSE VALVES

The main water manifold is usually located in the wall in the garage and has the control valves to shut off water flow to the entire house and to outside hose bibs. It is recommended to winterize your hose bibs during freezing temperatures. Once you have shut-off the water to the hose bibs go outside and drain any excess water out and then turn the hose bib to the off position. (In case of an emergency or for conducting any plumbing repairs)

The valves are in the OPEN position when the valve lever is in line with the water lines. OFF position is indicated by valve lever being 90 degrees to water line.

#### SEE IMAGE A



Valve is in OPEN position.

To winterize, turn this valve to OFF position.



Valve is in OFF position.

This valve is to remain on, unless water needs to be cut to entire home.



### TOILET & SINK SHUTOFF VALVES

Each toilet has a shutoff on the water supply line located under the tank. The small valve can be rotated 90-degrees to stop the water flow to the tank. Hot and cold water shut offs for each sink are on the water lines under the sink. \*Toilet clogs are NOT covered under warranty.

#### SEE IMAGE B



Hot/cold shutoff valves

#### **CLOGGED TOILETS**

The main causes of toilet clogs are domestic items such as flushable wipes, disposable diapers, excessive amounts of toilet paper, sanitary supplies, Q-tips, dental floss, and children's toys. Improper garbage disposal use also causes many plumbing clogs. Always use plenty of cold water when running the disposal. This recommendation also applies to grease; supplied with a steady flow of cold water, the grease congeals and is cut up by the blades. If you use hot water, the grease remains a liquid, then cools and solidifies in the sewer line. Allow the water to run 10 to 15 seconds after shutting off the disposal.

You can usually clear clogged traps with a plumber's helper (plunger). If you use chemical agents, follow directions carefully to avoid personal injury or damage to the fixtures.

Clean a plunger drain stopper—usually found in bathroom sinks—by loosening the nut under the sink at the back, pulling out the rod attached to the plunger, and lifting the stopper. Clean and return the mechanism to its original position.

#### CLOGGED DRAIN

Signature Homes will correct clogged drains that occur during the first 30 days after closing. If a household item is removed from a clogged drain during this time, we will bill you for the drain service. After the first 30 days, you are responsible for correcting clogged drains and will be billed if the plumber determines the clog was caused by the Homeowner.

#### GRINDER PUMPS

Grinder pumps are covered by the HOA after the close of the home.

## WATER HEATER



#### NO HOT WATER

#### Before calling for service, check to verify that the:

- 1 Pilot is lit (easy to follow directions are attached to the side of the water heater).
- 2 Temperature setting is not on vacation mode or too low.
- 3 On Gas Units—Make sure gas shut off valve is in the OPEN position.
- 4 High winds may cause pilot light to go out
- Make sure recirculation pump is on

#### TANK-LESS WATER HEATER INFORMATION

Access manufacture's guide online, especially regarding yearly maintenance/flushing.

Please refer to manufacturer's website for proper instructions.

\*extreme cold can cause condensation drain line to freeze and shut off unit.

Keep line thawed in extreme weather

## WHAT THEY DO & HOW TO DETECT/RESET TRIPPED CIRCUITS



GFCI receptacles have a built in element that senses power fluctuations. The element is short a circuit breaker that is required by codes to be installed in bathrooms, kitchens, outside and in the garage. More specifically, they are installed where an individual can come into contact with water while holding an electrical tool or appliance.

If a hairdryer or other electrical device will not operate when plugged into an outlet, the cause may be that the GFCI has been tripped.

Inspect all GFCI plugs located in bathrooms, kitchen and garage. If a red LED light is present, push the reset button (top button). This should restore power to plug outlet and allow the device to operate.

O Red LED light and RESET.

## BREAKER BOX



Breaker switches

#### ARC FAULT CIRCUIT BREAKERS

ARC fault circuit breakers are located in your breaker box. These breakers are safety breakers allocated to certain areas in your home per city building codes. ARC fault breakers are designed to be more sensitive to power surges and power overloads. If an ARC fault breaker trips, simply reset it by pushing the test button and then push the breaker lever inward to match the existing breakers.

#### GRINDER PUMP CIRCUIT BREAKER

The pump and alarm are supplied by separate breakers. The alarm is intentionally connected to a circuit that is noticeable if tripped—such as one serving the primary bedroom, flex room, or kitchen lighting—to help ensure prompt awareness of any electrical issue affecting the alarm system. Both the circuit feeding the alarm and the dedicated breaker for the pump will be clearly labeled within the electrical panel to facilitate future identification and maintenance.

## HVAC

#### NO HEAT







#### Before calling service, check to verify that the:

- 1 Thermostat is set to "HEAT" and the temperature is set above the shown actual room temperature on the display. **SEE IMAGE A**
- 2 Circuit breaker on the main electrical panel is ON.
- 3 Switch on the side of the furnace or located on wall stud in ON. (Applies to gas only units) **SEE IMAGE B**





#### NO AIR CONDITIONING

#### Before calling service, check to verify that the:

- 1 Thermostat is set to "COOL" and temperature is set below the shown actual room temperature on the display. **SEE IMAGE A**
- 2 Air conditioner and furnace breakers on the main electrical panel are ON.
- (If a breaker is tripped you must turn it on from the tripped position to the off position before you can turn it back on. Switch on the side of the furnace or located on wall stud in ON.

SEE IMAGE B

## GARAGE DOOR

#### NOT WORKING

- 1 Locate the GFCI outlet in the garage on wall.
- 2 If red light is visible, push the reset button and the red light should go out.
- 3 Garage door should work.

#### STILL NOT WORKING: SENSOR ALIGNMENT



O Sensor Light Locations

Your garage door is equipped with two sensors at the bottom right and left hand corners for safety; these sensors detect objects while the garage door is in motion. Once an object has crossed the sensor beam while door is in motion the garage door will go back up to keep from closing on object.

The sensors have 2 LED light, one orange and one green, that should always be illuminated. If one or more LED lights are not illuminated the garage door will not function.

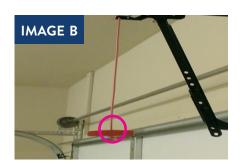
#### SEE IMAGE A

Move the sensors up or down until they are level with each other. You will know they are level by the sensor LED's illuminating with a steady bright appearance when alignment has been achieved.

#### FAILS TO WORK WITH TRANSMITTER

Change the batteries in transmitter and refer to the garage door manual for instructions.

#### EMERGENCY PULL CORD RELEASE



O Emergency Pull Cord

Your Garage door is equipped with an emergency pull cord in case of power outages. This allows you to operate the garage door manually. This pull cord is red in color and has a handle. The pull cord is located on the top rail system hanging down.

#### SEE IMAGE B

To operate the pull cord release: Grab the emergency pull cord and simply pull down. This will release the lock mechanism.

After power is restored simply use the wall control button or your transmitter and the garage door will automatically latch itself to the proper position.

#### WEBSITE

redmountaingaragedoors.com

## WINDOWS

## CHECK EXTERIOR CAULKING MANDATORY HOMEOWNER MAINTENANCE



O Check caulk joint between window and bricks around the entire periphery of window. There should be no gaps.

All window caulk joints on the exterior of the house should be examined once a year to ensure that there are no caulk breaks/gaps from the windows to the brick. A good caulk joint is necessary to provide a tight water and air seal to prevent water leaks on the inside of the house and to maximize heat and AC efficiency.

SEE IMAGE A

## IRRIGATION

#### CONTROL PANEL OVERVIEW



Your irrigation system is equipped with a control panel usually located in the garage. The control panel allows you to change the settings for your irrigation system. After our inspection, your system will be preset for your convenience and to the best setting for your landscaping according to coverage area, activation time, water days, and run times. Your control panel is also equipped with a battery back-up in case of power outages to keep its memory. Should you decide to change the settings on your system refer to the irrigation control manual. Be cautious not to over water for this could lead to drowning your sod and drainage issues.

#### SEE IMAGE A

## IRRIGATION

#### PROGRAMMING & SET UP



White wire

It is important to find out how many zones you have. You can find out by simply pulling down the bottom front cover and counting how many wires you have excluding the *white wire* which is only a ground and does not represent a zone.

#### **SEE IMAGE B**

**NOTE:** Never use the top far right round button labeled **PRG.** 

**NOTE:** Always program your system using only the "A" setting.

#### STEP 1 TURN DIAL TO CURRENT TIME & DAY

Make sure this is correct to ensure a proper watering schedule.

NOTE: Remember not to over water your sod. Recommended settings for sod are usually anything between 8 and 12 minutes per zone every other day.

#### **STEP 2** TURN DIAL TO THE "START TIMES" POSITION



Start times

**Important** – The #1 will appear in the display, this #1 is for the time setting of the whole system to activate itself, **NOT** for the zones.

Use the plus and minus keys to set desired start time for system to activate. (early morning or later evening are recommended )

Only one start time is required for system and not each time zone.

SEE IMAGE C

#### PROGRAMMING & SET UP

#### STEP 3 TURN DIAL TO "RUN TIMES" POSITION



Run times

# 1 will appear in the display again. The numbers now represent amount of time for that zone.

To select the desired time for each zone use the plus and minus buttons.

Once time is selected, use the right arrow key to go to the next zone and follow the same process for setting the desired time.

#### SEE IMAGE A

#### STEP 4 TURN DIAL TO "WATER DAYS"



Water Days

The days of the week will be in the display. Use the plus and minus keys to select the days desired for watering.

For example - **M T W T F S S** will appear in the display, to select watering on Monday press the plus key to add a water day, or the minus key to not water that day. Once it is set, it will automatically proceed to next day.

#### **SEE IMAGE B**

Return dial to 12:00 run position and the system will now be set for watering.

## IRRIGATION

#### WINTERIZING YOUR IRRIGATION SYSTEM



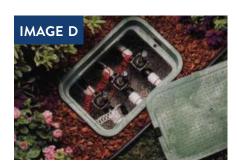
O Control Panel OFF position

- 1 Locate irrigation shut off valve at the street. This should be in a 6" round box with a round green lid, close to the meter. For those with a dedicated water meter for irrigation at the street, this meter will be the shutoff. Turn this valve or meter to the off position.
- 2 Go to the controller/ timer on the garage wall. Simply start your system as you would to water the yard and allow it to run through a complete cycle with all zones. There will not be water coming from the sprinkler heads as the main water supply to the sprinkler is off. This simply opens the zone valves and allows the water to drain from each zone of the system. After each zone has been run for a cycle, turn the clock to the off position.
- Nothing should be done to the back-flow preventer valve hanging in your garage as the main water supply to the irrigation is off.
- 4 This should winterize your irrigation system and have it set until spring.

SEE IMAGE C

NOTE: When the water is turned back on in the spring a small amount of water will come out of the back flow preventer valve in the garage. This is normal and since it is a check valve it will stop when the main water line becomes pressurized.

#### VALVE BOX LOCATION



The irrigation system is also equipped with a valve box which is usually located on the back or side of your garage. This box is square and has a green cover. The valve box is there for maintenance to your system only. You will not have to utilize the contents of the valve box for any reason.

SEE IMAGE D

#### IRRIGATION SYSTEM MAINTENANCE

It is best to check the irrigation system in the spring after you turn on the system for the first time and again halfway through the season.

#### THE BASICS OF IRRIGATION MAINTENANCE ARE:

- 1 Inspect the controller and make sure it's plugged in and functioning
- 2 Update the time and date
- Check the connection on all of the wires make sure that rain, wind, or soil moisture sensors are connected
- 4 Replace the back-up battery
- 5 Change the schedule to reflect the current season and irrigation needs of the landscape
- Turn on each zone and look for system damage
- Winterize your system by shutting off valve in the ground, by your water meter

## IRRIGATION

#### LEAKING VALVES OR PIPES

Leaks can occur as a result of weather damage (freezing and thawing), damage from shovels and other sharp tools, vandalism, tree roots or normal aging of the system. Leaks from valves and pipes may be large and very obvious. Smaller leaks may not show up immediately and will require some detective work. Replace or repair damaged valves and pipes.

#### BROKEN OR MISSING HEADS

Damage can occur to sprinkler heads from lawn mowers, vandalism, improperly installed heads or normal wear and tear. Replace damaged or missing heads immediately. Installing heads on swing pipe allows the head to "float" in the soil and reduces the damage that can result from lawn mowers or other heavy objects.

#### **CLOGGED NOZZLES**

Clogged nozzles occur as a result of debris entering the irrigation system, a dirty water source or normal wear and tear. Flush system at the beginning of the irrigation season, install screens on sprinkler heads, replace clogged nozzles, and improve system filtration.

#### SEAL LEAKS

Over time, dirt and debris can wear out the wiper seal resulting in leaks around the top of the spray head. If the spray head consists of a single unit the entire head must be replaced. Some spray heads it is possible to screw off the top of the sprinkler head and replace.

#### SUNKEN HEADS

It is not uncommon for sprinkler heads to settle over time. Even when the soil is packed around them, the weight of lawn mowers and other heavy equipment on wet turf can cause the heads to settle. Grass clipping, soil, and other debris can build up around heads resulting in a head that doesn't clear the grass adequately and disrupts the spray pattern.

#### TILTED HEADS

Lawn mowers and wet soil can cause newly installed sprinkler heads to tilt resulting in uneven coverage. Otherwise reposition the head and pack the soil around it carefully.

#### 800 VALVE / IRRIGATION



**0** 800 Valve

The 800 valve is located in your garage against the interior wall. This valve provides steady pressure to your irrigation system. The 800 valve should not be changed for any reason.

#### SEE IMAGE A



## LANDSCAPING 101

#### LAWN & LANDSCAPING

This is a guide for your new lawn and landscaping. A proper turf and shrub program is needed for your yard to thrive. Your lawn and shrub beds will take several weeks to root in and the soil to firm up. People, children and pets must be kept off the newly sodded lawn until it firms up. Water should be applied to keep the sod and plants from drying out.

When the sod has reached a **height of 4**", set the irrigation controller so the new lawn is watered for **two or three days a week** depending on heat and rainfall. The first time you cut your new lawn set your mower on the highest cutting level. Then mow again the next week at a different angle at the normal height of **2.5—3 inches.** Bag and remove your clippings. If you have a fence the clippings will get caught underneath and prevent your lawn from having proper drainage. Continue mowing on a weekly basis, making sure your lawn is dry the day that you cut it. Mowing a soft yard will leave ruts, causing an unsightly yard and prevent your yard from properly draining. During the year, leaves and debris may fall on the new lawn. Make sure you remove all debris. Debris that is left on the lawn will kill grass, leaving patches and potential pest problems.

#### CARE AFTER SOD ROOTS IN

When your sod has rooted in, meaning it does not come up when you tug on it, fertilize your lawn with a slow release fertilizer. Such as an 18-24-12 with a 50% slow release product. This is often called starter fertilizer and will promote overall health and root growth. After that we recommend fertilizing 4 times per year. Problems with weeds are likely in a newly sodded lawn. If weeds become a problem, treat the lawn with a post-emergent herbicide. We also recommend that you apply a per-emergent in January to prevent weeds in the spring and summer. Then apply again in September to prevent weeds from growing during the winter months. Pests can become a problem in your sodded lawn. Pests can be mold, fungi, insects or weeds and all must be treated differently. Regular mowing, fertilizing and proper watering techniques should prevent most problems.

#### **AERATION**

We also recommend an aeration program to be done in spring and fall. This breaks up the compaction of the soil caused by the building process and temperatures over 75 degrees. By aerating the soil and then fertilizing with a turf builder, you will have a green and established lawn much faster than not aerating. Aeration allows water to drain better and allows oxygen to the root structure of the turf allowing it to be thicker and healthier. This will also save you money by not having to water as often. When the ground is compacted **two-thirds (2/3)** of the water you apply just ends up **in your neighbor's yard or in the street.** However when it is broken up the water goes in the ground and not just over the top of it. This will also help your lawn drain better and not retain moisture causing soggy soil and algae.

#### SHRUB BEDS

Shrub and flower beds add beauty to your home by helping to blend the vertical lines of the structure with the horizontal lines of the ground. Plantings should be designed to help create this blending effect without distracting from the natural beauty of the structure. Your shrub and flower beds need **fertilizing 2 times a year** and may also need a pest management program. Insects, diseases and fungi can invade your plants and will need proper care to maintaining their health and beauty.

\*for townhome communities, your landscaping is maintained by your HOA. If you have landscaping concerns, please reach out to your HOA representative.

## GAS METER

#### TRACER WIRE

The yellow tracer wire needs to remain in place.
This wire is used by the gas company to locate
underground pipes.





Tracer Wire

If you smell gas anywhere in your home or outside then you need to call the SPIRE immediately 1-800-292-4008

If there is no answer, call 911

## CLEANING GUIDE

	WHAT TO USE	WHAT NOT TO USE
HARDWOOD/LAMINATE FLOORING	Shaw R2X Wood Floor Cleaner	Ammonia cleaners, oil soaps, wet mop, vinegar and water
TILE FLOORING AND SHOWER	Mr. Clean *dilute in water before use www.mrclean.com	Steel wool (S.O.S patch), scouring powders (Ajax), or other abrasives that can scratch the finish, oil or ammonia based
TILE GROUT	Mr. Clean *dilute in water before use www.mrclean.com	Steel wool (S.O.S patch), scouring powders (Ajax), or other abrasives that can scratch the finish, oil or ammonia based cleaners
CARPET	Spot Shot	Nothing but specific cleaners for carpets. Do not use carpet powders.
GRANITE	Pledge Specialty Surfaces Furniture Spray	Bleach or ammonia based cleaners
QUARTZ	Soft sponge with warm water, Mr. Clean, 409, Simple Green, Fantastic, or regular dish washing detergent such as Palmolive	Sponge with aluminum oxide, acetone, drain cleaners, paint strippers, hydrofluoric acid, ammonia, or any product with low PH
STAINLESS STEEL APPLIANCES	Pledge Specialty Surfaces Furniture Spray	Bleach, Steel wool (S.O.S. Pad)
STAINLESS STEEL SINK	Bar Keepers Friend	Bleach, Steel wool (S.O.S. Pad)
СООКТОР	Cerama Bryte www.ceramabryte.com	Abrasive cleaners (Ajax or Comet), steep wool, bleach
GARBAGE DISPOSAL	Borax www.20muleteamlaundry.com	Bleach or drain cleaners
MIRRORS	Windex—Multi Surface www.windex.com	Detergents, ammonia based products, scrapers, abrasive cleaning solutions or materials
WINDOWS	Windex—Multi Surface www.windex.com	Detergents, ammonia based products, scrapers, abrasive cleaning solutions or materials
BATHTUB	Clorox Clean-Up www.clorox.com	Abrasive Cleaners (Ajax or Comet)
BATHROOM SINK	Bar Keepers Friend www.barkeepersfriend.com	Abrasive Cleaners (Ajax)
TOILET	Lysol Power Toilet Bowl Cleaner www.lysol.com	Abrasive Cleaners (Ajax)
CABINETS	Bona Cabinet Cleaner www.mybonahome.com	Ammonia based products, harsh chemicals, abrasive cleaning products, steel wool, sponges, dish cloths, bleach, silicone based products, wax polishing products
BUILT-IN-SHELVES	Pledge Specialty Surfaces Furniture Spray www.pledge.com	Anything with strong chemicals
CEILING FAN	Swiffer 360 degree Duster www.swiffer.com	Anything with strong chemicals
LIGHT FIXTURES	Pledge Multi Surface Everyday Cleaner www.pledge.com	Abrasive cleaners (Ajax)
BRICK	Borax and hot water www.20muleteamlaundry.com	Steel Wool
CONCRETE	eXIMO Waterless Concrete Cleaner www.mycaf.com	Steel Wool

#### **HARDWOOD**

#### DAILY / REGULAR CLEANING

- · Dust or sweep with soft-bristle broom or microfiber mop.
- Optional: Vacuum with hard floor setting (no beater bar).

#### WEEKLY/BIWEEKLY

- · Damp mop with microfiber (never wet).
- · Use hardwood-specific cleaner (Bona, Bruce, Method).
- · Avoid oil soaps, wax, or ammonia-based cleaners.

#### MONTHLY/AS NEEDED - DEEP CLEAN

- · Mop with diluted hardwood cleaner per instructions.
- · Dry immediately with microfiber towel.

#### **SPOT CLEANING**

- Sticky spots: Damp cloth + hardwood cleaner.
- Scuffs: Buff with tennis ball or dry cloth.
- Grease/ink: Lightly rub with isopropyl alcohol.

#### **AVOID**

- · Excess water or steam cleaners.
- · Vinegar, ammonia, or harsh chemicals.
- · Abrasive pads/brushes.

#### **EXTRA TIPS**

- · Rugs/mats in high-traffic areas.
- · Felt pads under furniture.
- · Wipe spills immediately.

#### LUXURY VINYL FLOORING

#### **DAILY/WEEKLY**

- · Sweep with soft-bristle broom.
- · Vacuum on hard-floor setting (no beater bar).

#### **WEEKLY/AS NEEDED**

- Damp mop (not soaking) with pH-neutral vinyl floor cleaner (Bona Hard-Surface, Zep Neutral pH, Rejuvenate).
- · Mop in plank direction.

#### **MONTHLY/AS NEEDED - DEEP CLEAN**

- · Clean with vinyl-safe floor cleaner + microfiber or spin mop.
- · Rinse with damp mop to remove residue.

#### **SPOT CLEANING**

- · Wipe spills immediately.
- Use soft sponge/cloth + diluted vinyl cleaner for sticky spots.

#### AVOID

- Steam mops.
- · Wax, polish, or oil-based cleaners.
- · Ammonia or abrasive cleaners.
- · Soaking/wet mopping.

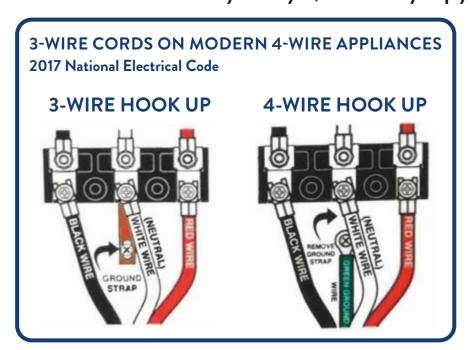
#### **EXTRA TIPS**

- · Furniture pads to prevent scratches.
- Rugs/mats at entrances.
- · Keep pet nails trimmed.

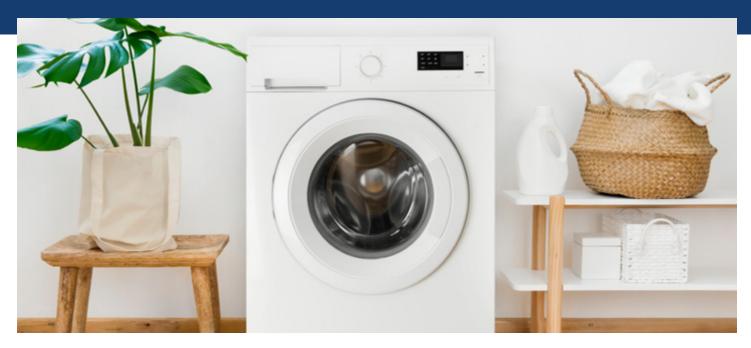
### CHANGES TO DRYER BREAKERS



Electrical code now requires a 4-wire plug configuration, while most dryers still have 3. If this is the case with your dryer, it will likely trip your breaker unless modified.



In an existing installation (such as an older home built in the 1950s), it is considered Code-compliant for the kitchen range or the clothes dryer to be installed using a 3-wire cord and plug. However, in new construction the installation of kitchen ranges and clothes dryers requires a 4-wire cord and plug. The 4th wire in that cord and plug configuration is an equipment grounding conductor. This equipment grounding conductor is the missing wire in the older 3-wire configurations.



### THREE OPTIONS

DIY
(DO IT YOURSELF)

USE YOUR
PREFERRED
HANDYMAN/
ELECTRICIAN

USE SIGNATURE
HOMES'
COMPLIMENTARY
SERVICE

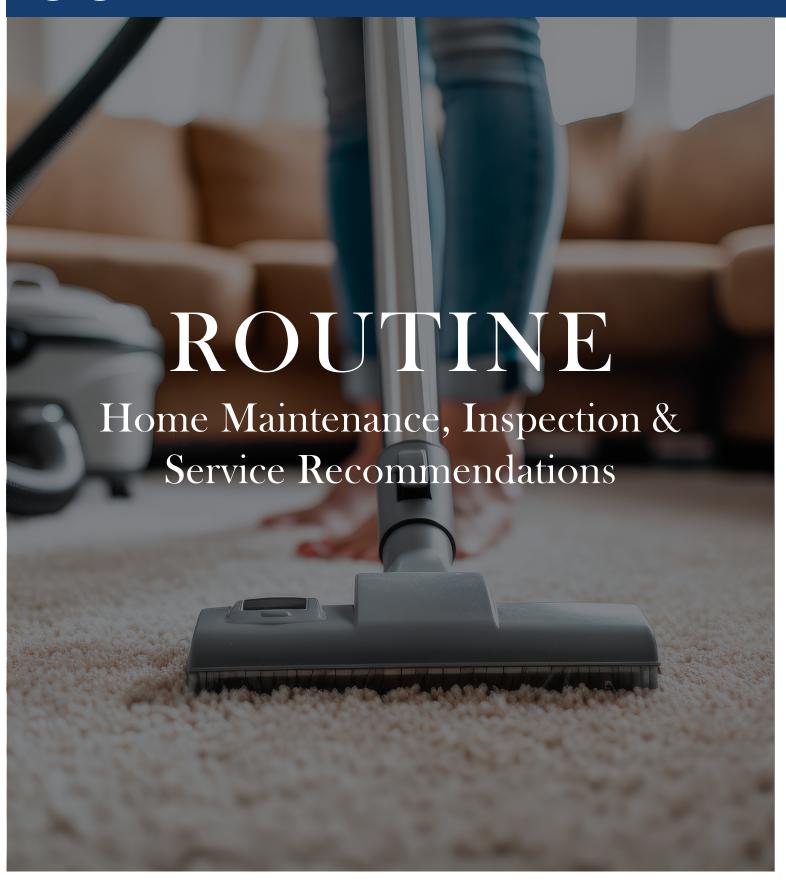


## INSTRUCTIONS FOR USING SIGNATURE HOMES' COMPLIMENTARY SERVICE

- Scan QR Code with your phone
- Select an appointment window (Morning, afternoon, or after 5pm)
- You should receive a reminder email the day before you appointment
- Carl Gober will come by your home to complete the modification during your appointment time window
- The actual fix should take about 15 minutes
- FOR QUESTIONS, Call Carl Gober 205.613.6915

<sup>\*</sup>Signature Homes cannot be held liable for changes made to dryer breakers\*

# WARRANTY



#### **CARING FOR YOUR HOME**

We construct your home with carefully selected materials and the effort of experienced craftsmen and laborers under the supervision of our field personnel. Although this group works from detailed plans and specifications, because a home is one of the last hand-built products left in the world, each one is unique and over time, each behaves differently.

Similar to an automobile, your home requires care from the first day. Regular attention is essential to maintaining a quality home for a lifetime. This chapter of our guide was assembled in to assist you in that effort.

#### PROMPT ATTENTION

Many times a minor maintenance attention provided immediately saves you a more serious, time- consuming, and sometimes costly repair later. Note also that neglecting routine maintenance can impact applicable limited warranty coverage on all or part of your home.

By caring for it attentively, you ensure uninterrupted warranty coverage as well as your enjoyment of your home for years. The attention provided by each homeowner also contributes significantly to the overall value of your home and of the community.

We make every effort to keep the information in this guide current. However, if any detail in our discussion conflicts with the manufacturer's recommendations, you should follow the manufacturer's recommendations.

Some manufacturer's warranties may extend beyond the first year and it is in your best interests to know about such coverage. Remember to mail in any registration cards you receive with manufacturer materials. Being in the manufacturer's system assures that in the event of a recall the company can contact you and arrange to provide the needed correction.

### SUGGESTED MAINTENANCE SCHEDULE

We are proud of the homes we build and the neighborhoods in which we build them. We strive to create lasting value. This is best achieved when you know and perform appropriate maintenance tasks. Periodic maintenance is necessary because of normal wear and tear, the inherent characteristics of the materials used in your home, and normal service required by the mechanical systems. Natural fluctuations in temperature and humidity also affect your home, resulting in maintenance items.

We recognize that it is impossible to anticipate and describe every attention needed for good home care.

We focused on items that homeowners commonly ask about. The subjects are listed in alphabetical order to make finding answers to your questions convenient. Because we offer a variety of floor plans and optional features, this guide may discuss components that are not present in your home.

# ROUTINE MAINTENANCE

### ROUTINE HOME MAINTENANCE, INSPECTIONS & SERVICE RECOMMENDATIONS:

Following are maintenance or inspection items that should be regularly performed on your home.

This is not an all-inclusive list.

- ALWAYS consult the manufacturer's published materials for the exact recommendations regarding each item in your home.
- ALWAYS consult a professional in an area in which you are not familiar such as electrical, mechanical, plumbing, and
  roofing to help ensure your maintenance and inspections are accomplishing their intended purposes and to protect
  your personal safety.

If you have any questions about overall performance of your home, please refer to the Signature Homes Warranty Program Warranty Repair and Maintenance Guidelines Section.

AREA	CATEGORY	DESCRIPTION	FREQUENCY	WHY	COMMENTS
Inside	Electrical	General	Routine	To ensure safety and reliable use.	Don't use bulbs with higher ratings than the lamp or fixture, heat damage could occur. Don't change outside bulbs in rain. Don't overload extension cords — check the ratings on the cord. Plug sensitive electronic devises such as computers, TVs, etc. into surge protection strips — unplug during lighting storms. Keep tree limbs away from overhead power lines. ALWAYS call before digging trenches or holes to locate underground appliances.
Inside	Flooring	Carpet	Routine	To help ensure good looks and longevity.	Sweep or vacuum often. Clean spills, etc. asap. Use manufacturer suggested cleaning solutions. Always test spot removal chemicals in an inconspicuous spot. Have professionally cleaned once/year or more often as required.
Inside	Flooring	Hardwood floors.	Routine	To help ensure good looks and longevity.	Sweep or vacuum often (do not use the beater brush or bar on hardwoods). Prefinished hardwoods should be cleaned per the manufacturer instructions—do not use water but rather the recommended cleaning solution. Install protectors on furniture feet—never slide furniture. Long exposure to sunlight can fade the finish. High heeled shoes can damage the surface. Waxing a polyurethane finished floor is not recommended because it will not bond.

Inside	Flooring	Tile Floors	Routine	To help ensure good looks and longevity.	Sweep or vacuum often. Check for cracks in grout and repair. Check caulk near tubs and baseboards where installed to ensure good seal. Use protectors on furniture feet. Don't slide furniture. Use mats or rugs to help collect sand and grit.
Inside	Plumbing	Water heaters	Routine	To help ensure proper operation.	Gas water heaters have a pilot light which can be blown out or with a short gas supply interruption will go out. Consult the side of the tank for relighting instructions. NEVER store combustibles near a gas water heater - it has an open flame pilot. Condensation at the bottom of the inner tank and above the flame is generally not a leak but condensation. Water dripping from the bottom of the outer tank could be a leak. Consult a qualified plumber as required.
Inside	Trim	Baseboards, crown molding, door frames, window frames, chair rails.	Routine	To help ensure their good looks and performance.	Homes change routinely with the environment. They expand, contract, and breathe. Changing humidity levels and temperature changes can cause wood to shrink, crack, and warp. For cracks or corners separating, fill gaps with wood putty or caulk and paint to match. For nail pops, set nails with a nail punch and then putty and paint to match.
Outside	Exterior Walls	Re-caulk as required.	Routine	To help prevent future problems from water and other elements.	Caulking should be observed frequently — every season change or major climate change. Caulk is the main stay to preventing water entering a home from the outside. Check all doors and windows and other caulked areas and re-caulk as required.
Outside	Sprinklers	Sprinkler maintenance.	Routine	To help ensure good performance.	Routinely inspect around sprinkler heads to ensure there are no leaks. During operation check each head to ensure it is spraying water in the proper areas and not against the home's exterior.
Inside	Air Quality	Inspect furnace and air conditioning filters and electronic air cleaners.	Monthly	To help maintain indoor air quality.	If you don't know where these are located or how to access them, ask your builder to demonstrate.

# ROUTINE MAINTENANCE

AREA	CATEGORY	DESCRIPTION	FREQUENCY	WHY	COMMENTS
Inside	Flooring	Inspect for cleanliness and wear.	Monthly	Cleaning spots quickly generally results in a better clean.	Items such as throw rugs can help with wear areas. Regular mopping or vacuuming also helps reduce wear. Flooring generally takes the most abuse in a home and some preventive measures can help ensure its longevity and attractiveness.
Inside	Plumbing	Jetted tubs.	Monthly	To help ensure proper operation.	Clean the jets and hosing by filling the tub with water and adding a manufacturer's recommended cleaning agent and then turning on the pump. Dishwasher detergent can be useful for this task.
Inside	Safety	Check smoke detectors.	Monthly	To help ensure they are working properly.	See the manufacturer's instructions for proper testing procedures or ask your builder to demonstrate.
Inside	Safety	Check fire extinguishers.	Monthly	To help ensure they are working properly.	Suggested locations are kitchen, garage, and basement.
Inside	Attic	Inspect attic.	6 Months	To help prevent problems.	View your attic to identify anything that looks out of the ordinary — especially anything that looks like a water stain. Items to examine include air duct work, animal nests, exhaust vents, etc. Be careful not to step through a ceiling. Also, it is advisable to wear a paper filter mask and take a flashlight along.
Inside	Foundation	Inspect	6 Months	To help prevent problems.	Examine interior areas for noticeable slopes or cracks. Also, examine walls and ceilings for cracks that are irregular in nature.

Inside	Cabinets	Monitor and maintain.	6 Months	To help ensure their good looks and performance.	For cabinets check out hardware including knobs, hinges, latches, rollers, drawer guides, etc. Maintain surfaces per manufacturer's suggestions for wax, washing, polishing, etc.
Inside	Countertops	Monitor and maintain.	6 Months	To help ensure their good looks and performance.	Check caulk and redo as required.
Inside	Doors	Inspect for proper operation and weather resistance.	6 Months	To help ensure energy efficiency and security.	Energy costs can increase substantially from loose or missing weather stripping or openings that don't seal well.
Inside	Electrical	Check ground fault circuit interrupters (GFCI).	6 Months	To help ensure they are working properly.	These are the plugs with a test button. Ask your builder to demonstrate. Press the reset button to ensure it trips and then push the button back in to reset it. Motor driven appliances that pull large currents when starting should not be plugged into GFI plugs because the GFI could trip and then the appliance will not work.
Inside	Electrical	Inspect circuit breakers.	6 Months	To help ensure proper operation.	Check labeling by tripping the breaker and verifying power is lost to item on the label. If a breaker routinely trips, it s probably over loaded — consult a qualified electrician.
Inside	Electrical	Inspect main service panel.	6 Months	To help ensure proper operation.	Look for rust, water stairs, soot stains, etc. on the panel surface. A qualified electrician can remove the cover and also look for melted insulation, proper wire size, tight connections, etc.
Inside	HVAC	Operation cooling.	6 Months	To help ensure proper operation.	For cooling turn on when above 60 degrees outside and warm inside. Check that condensate drain is working and unobstructed. Ensure outside unit is clean and free of debris. Feel air coming from vents to make sure it is cool. If cooling does not work: 1. check that thermostat is set to cool; 2. check breaker for fan unit; 3. check breaker for outside unit. If breakers are tripped, consider calling an HVAC firm.

# ROUTINE MAINTENANCE

AREA	CATEGORY	DESCRIPTION	FREQUENCY	WHY	COMMENTS
Inside	Plumbing	Inspection and operation.	6 Months	To help ensure proper operation.	Turn on water at all sinks, tubs, showers, etc.; operate dishwasher and washing machine; and flush toilets. Check all drains for leaks and overflows. Look inside cabinets and on floors for water evidence. During cold season, disconnect outside hoses.
Inside	Plumbing	Sinks	6 Months	To help ensure proper operation.	Turn on hot and cold and check for adequate flow and let sink fill. If slow flow from faucet, check spigot strainer (unscrew end off faucet where water comes out). If sink drains slowly, try (1) plunger but stop up any overflow outlets with a rag; (2) chemical drain cleaner; (3) remove the "P" trap and clean manually.
Outside	Exterior Walls	Inspect general condition of outside caulked areas.	6 Months	To help prevent future problems from water and other elements.	Keeping the exterior skin of a home in tact is very important and especially the paint finishes on wood.
Outside	Gutters	Inspect and clean gutters and down spouts.	6 Months	To help prevent future water damage. Also, inspect after high winds.	Gutter cleaning and inspection can help prevent water problems/damage. It can also be dangerous, so consult a professional when necessary. Downspouts that don't drain away from a home can lead to foundation problems — use splash blocks and ensure the water drains away from the foundation.
Outside	Roof	Inspect for broken or missing shingles and try to identify areas that might result in leaks.	6 Months	To help prevent future water damage. Also, inspect after high winds.	Inspect from the ground. Roof traffic can cause damage and be dangerous. If you see a suspicious area, consult a roofing professional.
Outside	HVAC	Seasonal routine maintenance.	Seasonal	To help ensure energy efficiency and proper operation.	It is recommended that a qualified HVAC company provide routine seasonal maintenance of the heating, ventilation, and air conditioning system.

Inside	Appliances	Operation & inspection.	Yearly	To help ensure proper operation.	Schedule an inspection of major appliances by a professional especially if gas fueled.
Outside	Driveways	Inspect general condition of drive.	Yearly	To help ensure their good looks and performance.	Examine all concrete work for cracks, chipping, stains, scaling, or settlement. Home improvement and hardware stores carry products that can be used to fill and repair cracks or chipping or remove stains. Cracks should be filled to help prevent water from entering the area below the concrete.
Outside	Patios	Inspect general condition of patio.	Yearly	To help ensure their good looks and performance.	Examine all concrete work for cracks, chipping, stains, scaling, or settlement. Home improvement and hardware stores carry products that can be used to fill and repair cracks or chipping or remove stains. Cracks should be filled to help prevent water from entering the area below the concrete.

## COURTESY FOLLOW UP AGENDA

### INTERIOR

CATEGORY	INSTRUCTION
HVAC	Discuss air filters.
Doors	Check all doors for proper function.
Electrical	Test and discuss GFCI outlets inside home and in garage.
Flooring	Discuss cleaning method and go over instructions.
Tile	Discuss cleaning grout.
Plumbing	Inspect drains.
Plumbing	Clean faucet aerators if necessary.
Plumbing	Review shut off valves and winterizing.
Fireplace	Discuss how to light.
Dishwasher	Discuss operation.
Oven	Discuss Self Cleaning feature.
Water Heater	Discuss adjusting temperature.

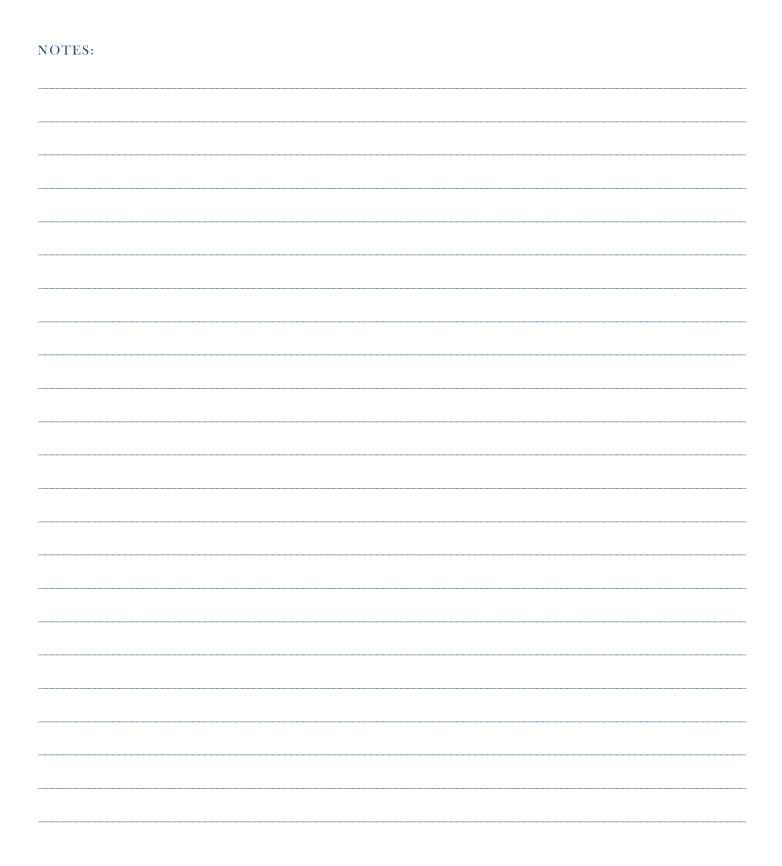
### **EXTERIOR**

CATEGORY	INSTRUCTION
Windows	Discuss caulking / paint maintenance.
Door	Discuss caulking / paint.
Irrigation	Discuss Maintenance and operations.

OTES:	



NOTES:			



# REMINDER

# PLEASE REGISTER ALL MECHANICAL UNITS ON THE MANUFACTURER'S WEBSITES

ITEMS TO CONSIDER INCLUDE, BUT NOT LIMITED TO:

HVAC UNITS (if more than one, register each) \_\_\_\_\_

KITCHEN APPLIANCES (EACH INDIVIDUAL ONE)

**WATER HEATER** 

**GARAGE DOOR OPENERS** 

Remember to contact us 10-11 months after closing to schedule your 11 month walk.

SCHEDULE ON OR BEFORE: \_\_\_\_\_



signature.homes