



TAYLOR MORRISON HOME MAINTENANCE

Guidelines for Maintaining & Caring For Your Home.

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Welcome to Taylor Morrison. We are proud of the homes we build, and strive to create long-lasting value. This cannot be achieved unless you, as the homeowner, properly maintain your home and all of its components. Maintenance is required 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.

Many times a minor adjustment or repair done immediately saves a more serious, time-consuming, and sometimes costly repair later. Note also that neglect of required maintenance can void applicable limited warranty coverage on all or part of your home.

The following requirements will assist you with periodic homeowner maintenance and will help ensure the enjoyment of your home for many years. The following are important highlights and are not meant to define all aspects of home maintenance.



SECTION 1: Comfort Control

1.1 Thermostat

The thermostat helps keep your home at an even temperature throughout. If you have a second floor, it is likely to be warmer than the lower levels, as warm air rises. The operation of your thermostat will be explained during your "new home demo." Please refer to the manufacturer's thermostat manual for additional guidance on the operation of your thermostat.

1.2 Registers

You may regulate individual room temperatures by adjusting the registers in the various rooms. The two types of registers used are air supply registers that deliver warm or cold air into the room, and centrally located air return registers that return air back into the air handler fan to be re-heated or re-cooled. When registers and dampers are adjusted, they work with the thermostat to help maintain the temperature in your home. You can determine the amount of cool or warm air that enters a room by opening and closing the registers. Rooms furthest away from the air handler will need to have vents opened more. None of these registers should ever be obstructed, as this will affect the temperature in a given room.

1.3 Solar Panel System (if applicable)

Because of the nature of solar energy and the varying factors that determine the effectiveness of such systems, there is no way to accurately predict specific results of each Solar Panel System that is installed in your home as either an included or optional feature (if applicable). Electricity production by any Solar Panel System will vary based on your particular Home's roof line, orientation, location, weather, and the positioning of the solar panels on your Home's roof. Further, potential energy savings

will vary by floor plan, occupancy, the system's size, local utility rates, appliance types and usages, and thermostat settings. There are, however, steps Homeowner can take to help maximize energy production, including choosing plant and tree types and locations and regular pruning, if necessary, so that as plants mature their shade areas will not fall onto the property or onto neighboring properties where solar energy systems are installed; designing and locating any auxiliary structures, if permitted within the Community, so they will not shade areas on the property or on neighboring properties where solar energy systems are installed; and following the Solar Panel System's manufacturer's recommendations regarding periodic inspection.

1.4 Filters

There are two potential locations for air filters, one at the return air and one at the air handler. Your air conditioning system has an air filter to help keep the air in your home clean, by reducing the flow of dust into the air handler unit and consequently into the air. The thermal transfer coil for air conditioners and heat pumps, located adjacent to the air handler unit, also loses efficiency with the build up of dust.

For maximum efficiency, this filter must be replaced or cleaned monthly. Clogged filters can cause a unit to malfunction. Refer to the instruction manual for your HVAC system, as it will tell you how to clean and replace your filters and the size of filter required for your furnace unit.

1.5 Insulation

Your home has been designed with an insulation package matched with your particular set of climatic conditions. As long as your insulation is kept undisturbed, there should be no maintenance required. If your home is not maintaining an adequate cooling and heating temperature, check for open fireplace flues, clogged filters or closed registers. After checking all these items, if you feel the insulation package may be deficient, contact your Taylor Morrison Homes Customer Service Administrator for an appointment to check the insulation in your home.

1.6 Gas Furnace

All units are now equipped with automatic starters. Check to be sure that the door on the front of the gas furnace, which may have a safety switch, is securely closed. Do not store combustible items such as brooms or dust mops near the furnace as this may create a fire hazard. We also recommend that your unit and vent stacks be examined by a qualified HVAC repair service at least once a year.

SECTION 2: Appliances

All electrical and gas appliances in your new home are accompanied by instruction manuals and warranty information. If provided, fill out and mail any return postcards in order to record warranties. We encourage you to review all manufacturers' service manuals for operation and maintenance instructions. File these manuals in a convenient location for future reference.

If an electric appliance fails, make sure the appliance is plugged in and that no circuit breakers are tripped in the off position.

Warning: In the event of a gas leak, leave the home immediately and call your utility company.

SECTION 3: Attic Ventilation

Vents should remain unobstructed year round. If your home has soffit vents and/or ridge vents, they should be cleared of debris. Ridge vents should be checked periodically to ensure they are secure and have not come loose in high winds. Also check

that these vents have not been stepped on and deformed. Excessive heat build-up in the attic is usually caused by blocked air vents. This condition can be resolved by clearing all obstructions away from the vents to allow proper heat release.

SECTION 4: Basins, Tubs & Showers

4.1 Tile and Porcelain Enamel:

The tiles in your bathroom are relatively easy to maintain. The surface of wall and floor tiles is not indestructible. A blow from a heavy object can cause chipping or scratching. Improper cleaning can cause staining of the tiles and grout. If these grout joints deteriorate, they must be cleaned out and re-grouted immediately. This is important to protect the underlying surface from water damage.

The sinks used in your home are also not indestructible. They can chip or crack from a blow from a heavy object. Scraping or banging metal utensils in a sink can cause scratching or dulling of the surface. When cleaning your sink use only non-abrasive cleaners. Strong abrasive cleaners can cause a dulling or staining of the finish of your sink. The stains that will cause the most problems are rust, grease, food coloring, fruits (e.g. blueberries, blackberries, etc.) and inks.

4.2 Stainless Steel:

These types of fixtures and sinks do not usually stain and only need a thorough scrubbing occasionally. We recommend that you do not use steel wool pads on stainless steel because they will remove the finish. Use a non-abrasive cleaner or a commercial stainless steel cleaner. An occasional cleaning with a good stainless steel cleaner will enhance the finish. Keep in mind that stainless steel sinks will usually dent when they receive a strong impact.

4.3 Fiberglass Tubs and Showers:

Do not use powdered or abrasive cleaners on Fiberglass. Cleaners and waxes made specifically for Fiberglass are available at most supermarkets. For cleaning Fiberglass, spray window cleaners are very effective.

The caulking around your tubs and showers may deteriorate over time and must be maintained. If the caulk deteriorates, immediately remove all of the old caulking and re-caulk with a product specifically for showers and tubs. This maintenance is important to protect the underlying surface from water damage.

4.4 Shower Enclosures:

You may use any ordinary dishwashing detergent for cleaning shower enclosures. Do not use scouring pads, metal pads (Brillo, etc.) or steel wool on the glass, brass or chrome as it will scratch the surface and remove the protective finish applied by the manufacturer. In the event of hard water mineral deposits, we recommend a commercial glass cleaner containing one (1) tablespoon of household ammonia in a quart of water.

WARNING: Be sure to read the caution note on the label before using ammonia. Do not use steel wool or scouring pads on the metal portion of the shower enclosures. It will remove the protective finish applied by the manufacturer and cause scratches.

We recommend the following in order to prolong the life of your plumbing fixtures:

- Use the disposal in order to avoid food accumulating in the kitchen sink.
- Do not place paint cans, trash, tools, etc. on plumbing fixtures when doing household work. This may cause scratching or cracking of the fixture.
- Particles carried on your shoes may scratch surfaces; therefore do not step in a bathtub or shower stall when wearing shoes.
- Use only non-abrasive cleaners on bathtubs, sinks, or fixtures.

SECTION 5: Cabinetry

The finish of your cabinetry is designed to protect the surface against normal home use. With proper care, your cabinetry will provide years of use and beauty in your home.

5.1 Cabinet Do's

- Remove dust from your cabinetry frequently with a soft lint-free cloth. You may dampen your cloth with water or a spray-type dust remover.
- If you spill anything on your cabinets, clean it immediately.
- Wood and laminate cabinets may be polished with a quality furniture polish; however, no more than every three to four months, due to wax build up.
- The hinges of your cabinets can be lubricated with an oil-free lubricant. Apply a very small amount on the hinge, work the door back and forth and wipe away any excess lubricant.

5.2 Cabinet Don't's

- We do not recommend the use of any type of paste wax materials.
- Polishes that contain silicone should not be used.
- Avoid the use of lemon-type polish on cabinets as continued use may cause your cabinets to yellow.
- Never use any type of detergent or ammonia-based cleaners.
- Steel wool, soap pads and harsh abrasives should never be used on your cabinets.
- We do not recommend the mounting of "space saver" appliances under your cabinetry, because heat and excessive moisture can damage your cabinets.

SECTION 6: Caulking

6.1 Exterior

Exterior caulking will eventually shrink, separate and deteriorate. This will cause the caulking to pull away from surfaces and create areas for water and air to infiltrate. This must be monitored constantly because moisture can work its way behind wood trim or siding and cause rotting. Pay particular attention to the caulking at doors and windows; if separation of the caulking occurs it can result in leaks. Replace cracked or disintegrated caulk immediately. When re-caulking on the exterior use a product that paint will adhere to.

6.2 Interior

Slight cracking, nail pops, or seams may become visible in walls, ceilings and around your windows. Hairline cracks can usually be repaired with a coat of paint. You can repair slightly larger cracks or nail pops with spackle or caulk.

SECTION 7: CERAMIC TILE & GROUT

7.1 Tile

Ceramic tile is one of the easiest floor coverings to maintain. Simply vacuum or wet mop when needed. Avoid adding detergent to the water and do not use abrasive cleaners as they will dull the tile finish. If you feel a cleaning agent is required, use a mild solution of warm water and dishwasher crystals (they will not result in a heavy film, difficult-to-remove on the grout).

7.2 Grout

Clean grout that becomes yellowed or stained with a fiber brush, cleanser and water. Grout cleaners and whiteners are available at most hardware stores. Be sure that you use

appropriate grout cleaners as some products can damage the grout by softening it.

Expect slight separations to occur in the grout between the tiles. Cracks in the grout can be filled using premixed grout purchased from flooring or hardware stores. Keep in mind that new grout may vary in color from the original installation.

Sealing of grout is your decision and responsibility. Once grout has been sealed, ongoing maintenance of that seal is necessary and limited warranty coverage on grout that has been sealed is void.

(See additional information under the heading of Basins, Tubs and Showers.)

SECTION 8: Condensation

The modern home is so tightly constructed that sometimes moisture and steam is unable to escape and can damage wood painted surfaces. Condensation is formed on the interior surfaces of windows and frames from high humidity within the home combined with low outside temperatures and inadequate ventilation. To avoid such excessive moisture, it is good practice to keep bathroom and laundry windows slightly open or if a fan has been installed, turn it on when showering or doing

laundry. If a kitchen vent or fan is provided in your home, it should be kept open, especially while cooking. It is the responsibility of the homeowner to use the appropriate ventilation provided in the home. Good ventilation of your home can help in avoiding condensation from forming on your window areas.

SECTION 9: Countertops

If you have a ceramic tile countertop, see the section "Ceramic Tile" for care instructions.

If you have Corian or Granite countertops or another similar material, see the manufacturer's instructions for care and cleaning.

Clean cultured marble countertops with a non-abrasive detergent and a damp cloth. Caulk cracks and separations of seams with a silicone caulk. Maintenance of caulking is your responsibility. We don't recommend that you use clear silicone caulk as it yellows with age and stains easily.

Laminate countertops are constructed of top quality plastic laminate materials. Whenever you are cutting or chopping anything, always use a cutting board. Scratches created by using knives on the counter can become a holding place for dirt. Do not place anything on the counter that comes directly from the oven or off a burner. Do not use the countertop as

an ironing board. Never set cigarettes on the edge of countertops. Cigarette burns are almost impossible to remove without professional service. Be careful of the inks used in marking grocery products such as meat and produce. Newspaper ink can be especially difficult to remove. After using the dishwasher, allow time for it to cool before opening, as steam from an open dishwasher may cause swelling and delamination of countertops. Be careful with razor blades, manicure equipment and tools so that damage will not occur to countertop surfaces.

The caulking between the countertop and the wall, along the joint at the backsplash and around the sink may shrink, leaving a slight gap. Maintaining a good seal in these locations is important to keep moisture from reaching the wood under the laminate and to prevent warping. It is your responsibility to immediately re-caulk the areas of the countertop if separation or shrinkage occurs.

SECTION 10: Disposals

The disposal should be operated with cold water running, and the unit turned on prior to depositing food into it. This helps to solidify grease, which should be chopped up and moved out with other food wastes. Also, you may clean the disposal by chopping up ice cubes, adding baking soda and/or citrus fruit rinds.

If the disposal becomes jammed, the reset button is located at the bottom of your disposal. You were also provided with a disposal key. Please refer to your manufacturer's instruction manual prior to trying to unclog the disposal.

SECTION 11: Doors

11.1 Interior Doors

There are a variety of minor problems you should be aware of that can be attributed to doors. The most common problem being "sticking" and "warped" doors.

The shrinking and swelling of the actual door unit and/or its surrounding jambs cause sticking doors. It is not uncommon to have this problem occur during periods of high humidity. First, check to see if the hinge screws are tight and holding properly. If the screws are tight and the door is still out of alignment, then sand or plane the edge that is binding. We would recommend folding a piece of sandpaper around a wood block and sanding the edge that binds. Be sure to paint the sanded edge that you sand in order to seal against moisture.

Minor settling may cause a door not to latch properly. In this case, raise or lower the striker plate at the door jamb accordingly. The mechanics of bi-fold and by-pass closet doors are more complicated than a hinged door. They are also more sensitive to jarring and racking that can occur by opening and closing the door roughly. In addition, an up or down pressure to these type of doors can make them fall off their track.

Treat these doors gently when opening and closing them. Another reason these doors jump off their tracks is that the hardware at the top and bottom may need adjusting in order to have a tighter fit against the track. With bi-fold doors, pull toward you when opening and let the door open itself. When operating sliding pocket doors, simply pushing in the direction the door moves is all that is necessary. Do not drive nails into the pocket area of a sliding door.

Exterior Doors:

Whenever you paint your home, exterior doors should be painted or varnished. In hot and humid climates, wooden exterior doors should be refinished more often than in colder climates. It is recommended that exterior doors be resealed once or twice a year depending on exposure to weather conditions. Stained exterior doors with varnish finishes tend to weather faster than painted doors. Oil the finish on a wooden door with a wood preserver quarterly to prevent the door from drying and cracking. Aluminum doors do not need painting. Always keep the aluminum tracks of the sliding glass doors clean. Silicone lubricant placed in the tracks is good for a smooth door operation. From time to time, apply a small amount of oil to the bottom of the door and lock mechanism.

Fiberglass doors are stained and painted. Depending on the exposure of a Fiberglass door to direct sunlight, it may show signs of fading. We recommend consulting a local paint specialist about paint or stain that will resist UV light deterioration.

In order to operate effectively and maintain the home's energy efficiency, weather-stripping on exterior doors must remain properly in place. Applying a silicone spray will help prolong the life of vinyl and rubber weather-stripping. Replace weather stripping that becomes loose or damaged.

SECTION 12: Drains

Where applicable, each plumbing fixture in your home has a "J" shaped drain trap designed to provide a water barrier between your home and sewer gas. The trap holds water which prevents the airborne bacteria and odor of sewer gas from entering your home. If a fixture is used infrequently, water should be turned on regularly to fill the "J" trap, thus ensuring that the barrier remains intact.

Because of their "J" shape, traps are the point at which most drains become clogged. There are a variety of reasons that traps become clogged, the most common being grease and loose hair buildup. When the drain pipe stops up, first use a plunger. Make sure the rubber cap of the plunger covers the drain opening and the water comes well up over the cup edge. Work the plunger up and down rhythmically 15 to 25 times. This will build up pressure in the pipe, thus forcing the materials causing the clog to dissipate and drain out of the trap. When working on a double sink, be sure to plug the overflow outlet, if there is one, with a piece of cloth and close the other drain.

This should keep any matter attached to the plumber's snake from coming loose before it is removed. If the plunger or plumber's snake fails to unclog the sink, you can use a drain unclogger that can be purchased from your local hardware store (read the label to make sure it is a product that will not damage your pipes). Follow the instructions on these products carefully.

CAUTION: Never use a plunger together with these chemical products because the plunger may splash the chemical compound and cause injury or damage to nearby surfaces and materials.

Never pour grease into a drain or toilet as this may cause stopped up drains. Maintenance of your drains is homeowner responsibility. There are a number of over the counter drain cleaners available at your local grocery or hardware store. As always, carefully follow the manufacturer's instructions.

SECTION 13: Driveways, Walks & Patios

Where applicable, Taylor Morrison constructs most of its driveways, walks and patios with concrete.

Slight cracking in your concrete is a normal occurrence and can happen for a variety of reasons.

Among those reasons are: shrinking and stress during the curing process, slight soil settlement under and around the concrete area and traffic from heavy vehicles. Cracking can also occur because of the freeze-thaw cycle that occurs in colder climates.

We have provided contraction and expansion control joints to minimize cracking. Ordinarily, the cracks are of no serious consequence. One suggestion for repairing slight cracks in concrete includes roughening the edges of the crack if they are smooth, cleaning out loose material and dirt, wetting the surrounding concrete around the crack and filling the cracks with patching cement slightly higher than the crack to allow for shrinkage. Commercially prepared patching mixtures need only the addition of water, but be sure the mixture you buy is appropriate for concrete. The longer you allow the cement to dry, the stronger the patch will be. When the cement has partly set, remove excess cement with a wire brush or broom. It is also a good idea to apply a sealer to this patched area. This will protect the surface and prevent water or salts from penetrating and worsening the crack.

Do not allow heavy vehicles such as moving vans, cement trucks, firewood trucks, etc. to drive onto your driveway. The concrete in your driveway is not meant to bear such heavy weight. Avoid applying salt to concrete; it will deteriorate the surface of these materials. Use sand to assist you when you need traction on ice. Do not use acids or acidic materials on your concrete as it may stain the concrete or deteriorate the surface of the concrete.

Color: We cannot guarantee a color match when replacing concrete driveways, porches, walkways or patios.

SECTION 14: Electrical

The wiring in your home was installed to meet the code requirements and safety standards for the normal use of electrical appliances. Usually, small appliances may be plugged into any electrical receptacle without fear of overloading a circuit. However, the use of large appliances, or of many small appliances on the same circuit may cause an overload of the circuit and trip a breaker. This is very common when using electric space heaters.

If any one circuit becomes overloaded, immediately contact an electrical contractor to learn whether additional or special wiring is needed to meet your requirements.

Most electrical codes now require bathroom and exterior convenience outlets to be wired to breakers which utilize Ground Fault Interrupter (GFI) circuits. One of the purposes of these types of circuits is to prevent electrical shock in the event that someone is in contact with water and the outlet simultaneously. For this reason it is important that these GFI circuits not be converted to regular circuits. Additional GFI circuits may be found in the kitchen and garage.

These circuits are sensitive and any undue resistance or overload will trip the breakers. Do not use heavy appliances or more than one appliance at a time on these circuits. Never plug refrigerators or freezers into a GFI outlet because they will trip the circuit breaker.

Most electrical codes also require (AFCI) or Arc Fault Circuit Interrupters for all bedrooms. They have test buttons similar to the (GFI), except are located directly on the breaker in the panel or sub-panel.

If you have small children, we recommend that you install safety plugs to cover unused outlets. Inform your children that they should never touch or insert anything into electrical outlets.

14.1 Circuit Breakers

The electrical service entrance, which provides power to the service panel, has been designed for the electrical needs of your home. Do not tamper with this cable. Every home has a master circuit breaker located in the service panel box along with smaller circuit breakers. When the master breaker is tripped, the electricity in your home is cut off.

Circuit breakers may be reset by first switching the breaker to FULL OFF and then back to FULL ON. Become familiar with the operation of these circuit breakers. If each circuit breaker is not labeled with the rooms and areas that it serves, contact your Customer Service Administrator in order to have these circuits appropriately labeled. If a wall outlet ever sparks when plugged into, contact an electrician. Also, if a wall switch or receptacle is hot to the touch, you should immediately trip the circuit breaker serving that fixture and contact an electrician.

Your air conditioning unit may have another disconnect mechanism located in a small box next to the service panel or the unit. Again, become familiar with the operation of this disconnect in case of malfunction.

Before calling for service with your electrical system, check the following.

- If an outlet does not work, make sure the circuit breaker has not been tripped. If so, reset it. If not, make sure the receptacle is not controlled by a wall switch which is in the OFF position.
 - If individual ceiling lights or lamps do not come on, check the bulb in another fixture. If the bulb is good, check the circuit breaker to see if it is tripped and reset if necessary. Also, check for a wall switch that may control that light but is in the OFF position.
- If your disposal will not operate, push the reset button located on the disposal. Additionally, if your appliances are designed to be plugged in to a receptacle, check to be sure they are plugged into the proper receptacle. The duplex receptacle under your sink is specially wired with one outlet for the dishwasher and one for the disposal.
 - If the electric water heater will not function, check the circuit breaker. If that does not work, refer to your water heater instruction manual.
 - If your oven will not heat, refer to the manufacturer's manual to be certain you are properly operating the time controls. Also check the circuit breaker.

14.2 Underground Cables:

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

14.3 Modifications:

If you wish to make any modifications, we suggest that you contact the original electrician that provided the electrical system for your home. Having another electrician modify your electrical system during the warranty period will void that portion of your limited warranty.

SECTION 15: Fireplace

In order to maintain the safest and most efficient use of your fireplace, read the manufacturer's literature provided to you.

15.1 Gas Fireplace

It is important for safe fireplace operation that you maintain a clean, unobstructed fireplace and chimney. Have a fireplace cleaning company inspect the fireplace and chimney once a year for appropriate cleaning.

Do not burn pressure treated wood, scrap lumber or trash in your fireplace.

If your fireplace comes equipped with a gas starter, refer to the manufacturer's recommendation for proper operation of the gas unit. If your gas starter is in the "OFF" position and you smell gas leaking, open your windows and doors in that room, leave the house and call the gas utility company or your Taylor Morrison representative.

If your home comes with a "ventless" gas fireplace, note that you can only use the gas logs that come as part of this fireplace unit. Do not attempt to burn firewood. Please refer to the manufacturers' literature for proper operation of your fireplace.

NOTE: Please keep the gas starter keys away from children.

SECTION 16: Flooring

16.1 Carpet

If your carpet is maintained properly, it will last for years. We recommend that you vacuum at least once a week using a powerful vacuum cleaner. This will not only keep high traffic areas clean but will prolong the life of your carpet. Professional carpet cleaning should be performed at least once a year. Spills must be cleaned immediately. If your carpet becomes wet, place aluminum foil or plastic coasters between the furniture legs and the carpet. In the event of a severe stain, call a carpet cleaning professional, as, it will be well worth the expense in terms of longevity and the beauty of your carpet.

16.2 Resilient Flooring:

Your home may contain a vinyl floor referred to as resilient flooring. Although resilient floors are designed for minimum care, they do have maintenance needs. Follow manufacturer's specific recommendations for care and cleaning. Some resilient floors require regular application of a good floor finish. This assures you of retaining a high gloss.

Wipe up spills and vacuum crumbs instead of washing resilient floors frequently with water. Limit mopping or washing with water; excessive amount of water on resilient floors can penetrate seams and get under edges, causing the material to lift and curl.

If possible wipe up spills immediately. If a spill dries, remove it with a damp sponge, cloth or mop. When floors are dull or cannot be refurbished by mopping, give them a thorough cleaning, and then follow the manufacturer's recommendations for wax types and method of application.

Any brand or type of resilient flooring may separate slightly due to shrinkage. Seams can lift or curl if excessive moisture is allowed to penetrate them. You can use a special caulking at tub or floor joints to seal seams at those locations. Avoid getting large amounts of water on the floor from baths and showers.

Note. All vinyl flooring is subject to indentation from heavy loads. Furniture legs without floor protectors or high heel shoes may damage resilient floors. The use of non-staining casters or glides are recommended to protect your floors. Also, rubber backed mats can cause yellowing and mildew if left on a vinyl floor for an extended period of time.

16.3 Hardwood Floors:

If your home is provided with hardwood floors, we recommend that you become familiar with the type of floor material (oak, pine, etc.) used and the finish (clear coat, Dura-seal, hand rubbed, etc.) placed on the flooring. These two factors are important in the long term care of your floors.

Become familiar with the manufacturer's recommendations pertaining to caring for your floor and also know the different cleaners allowed on your particular finish. Do not use any type of cleaner or wax without reviewing the floor manufacturer's recommendations. Do not wet mop a hardwood floor.

Hardwood floors respond to a change in the level of humidity within the home. In the winter months the flooring boards will tend to shrink slightly because of the lack of humidity in the air. When this shrinkage occurs, the gaps between boards will increase. Don't be alarmed, these gaps are a normal occurrence during the winter months. Using a humidifier will help but will not completely eradicate this reaction. You may notice a dulling of the finish in heavy traffic areas. Warping will result if the floor becomes wet repeatedly or is thoroughly soaked one time. Food and water spills should be cleaned up as soon as possible with a slightly damp cloth. Use coasters or padded protectors underneath furniture to protect hardwood floors. Also make sure

that any high heels worn on the wood floor have heels that are not exposing the fastening nails. This will damage the wood floor.

Laminate floors typically resist scratches well, but they are very hard and slippery for pets. Whatever flooring type you choose, you can minimize problems by keeping your pet's nails trimmed. Also sweep or vacuum the floor weekly, and wipe up any stains or spills from your pets promptly. To further protect your floor, choose water bowls with wide bases, or consider a pet placemat to keep the eating area clean.

Use protective mats at the exterior doors to help prevent sand and grit from getting on the floor. Gritty sand is wood flooring's worst enemy. However, be aware that rubber backing on the area rugs or mats can cause yellowing and warping of the floor surface.

Exposure to direct sunlight can cause irreparable damage to hardwood floors. To preserve the beauty of your hardwood floors, install and use window coverings in these areas.

Refer to information provided at your Design Studio meeting.

SECTION 17: Garage Doors

Since the garage door is a large, moving object, periodic maintenance is required. Every six months, apply a 30-weight automobile oil or similar lubricant to all moving parts: track, rollers, hinges, pulleys and springs. At the same time, check to see that all hardware is tight and operating as intended without binding or scraping. Avoid over lubricating to prevent drips on vehicles or the concrete floor.

SECTION 18: Keys & Locks

The keys used in your home during construction will no longer operate the locks after you have moved in. The exterior locksets come finished with a factory coated long life sealant. Review your lockset warranty information for the manufacturer's recommendations on caring for your locksets. It is also a good idea to coat your exterior locksets with car wax to keep its luster.

To prevent damage to a garage door opener, be sure the door is completely unlocked and the rope-pull has been removed before using the operator. Be familiar with the steps for manual operation of the door in the event of a power failure. Refer to the manufacturers' instruction manual.

Your interior door locksets can work loose over time. If you notice excessive play in the lockset, we recommend tightening the screws located in the cover plate. If the doorknob has become inoperative, it could mean that the interior mechanism has slipped out of place. Remove the knob, realign the interior mechanism, reset the knob, and then tighten the exterior screws. Should a lock be hard to operate, apply a silicone spray to the keyhole and lock mechanism. We recommend lubrication of the locks frequently. This will usually help the lock to operate more smoothly.

SECTION 19: Landscaping & Grading

The purpose of grading is to ensure that surface water will flow away from your home, rather than accumulating and soaking into the ground immediately around the foundation.

Over time, the grade around your home may settle. If this occurs, spread additional soil in the depressions to re-establish the grade.

To prevent erosion and water puddle formation:

- Add grass immediately after occupancy to all non-wooded yard areas that have not been sodded or seeded.
- If you change the original yard grade, make sure slope drainage is maintained. Avoid any grade changes that affect proper drainage on your neighbors yard.
- Keep water ditches or swales open and free of leaves and debris. Do not build sheds, hot tubs, decks, fences, pools, or gardens in the swales. Otherwise, water will not flow properly through the swale.
- Do not allow sprinklers to wet the house or form puddles near or against the foundation.

The future beauty of your yard depends on how you care for and maintain it now. We recommend the following suggestions to help you care for your yard.

- Both sod and grass seed require constant moisture for the initial 3-4 weeks after planting. If allowed to dry out, the grass seed will not germinate. The sod will shrink and gaps will appear between the sections. If this occurs, you will need to repair these areas.
- For the initial 3-4 weeks after planting, water each section of your lawn for thirty minutes twice a day, once early in the day and once late in the day. If you walk on the grass and are leaving footprints, the area has been over watered.

Reduce watering after this 3-4 week period. When sod is initially installed sometimes it turns brown. The sod is not dead, it has simply gone into "shock". You should continue to water it. Mow the new grass when it grows to 3 to 4 inches. Do not mow if the ground is soggy. Set the mower at the highest height and be sure the mower blades are sharp.

For proper fertilizer and weeding guidelines, please contact a lawn care specialist. Do not spray immature grass with chemicals to kill weeds. New shrubs and trees must be watered properly.

Taylor Morrison has taken great care to select healthy trees and shrubs that are indigenous to your climate.

Because trees and shrubs are living materials they will need constant care and maintenance. These plant materials need proper watering, treatment for pests and pruning periodically. It is also a good idea to frost protect your trees and shrubs in the winter months.

We suggest you inquire with a local nursery in your area for their recommended methods of plant care and long term maintenance.

SECTION 20: Mildew

Mildew is a fungus that spreads through the air in microscopic spores. It feeds on surfaces exposed to moisture for long periods. On siding, they look like a layer of dirt. Mildew removal and control is the homeowner's responsibility. Solutions that remove

mildew are available from local paint or home improvement stores.

Follow the product's recommended procedures for handling this material.

SECTION 21: Plumbing

If you care for your plumbing systems properly, only minimal maintenance will be necessary for a number of years. If you do have any problems with the plumbing system in your home, it is always best to tend to them early so that minor problems do not become major ones.

Your Taylor Morrison Superintendent will show you the location of the various water supply shutoff valves in your plumbing system, and everyone in your household should become familiar with these shutoff locations. Your Superintendent will also point out your drain line clean-outs. Pipes will not freeze provided your home is heated at a normal temperature. They usually do not freeze unless the outside temperature drops below 25° Fahrenheit. If you are away from your home during the winter months for a day or two, set your thermostat no lower than 60°. We recommend that if you are away for an extended period of time that you drain water

supply lines. You may do this by shutting off the main supply line and opening the faucets to relieve the pressure in the lines. It is also wise in the winter months to cover exterior faucets with insulated covers. These insulated covers can be purchased at most hardware stores. If a pipe has frozen, we recommend that you use a hair dryer to melt the frozen water in the pipes. Never use an open flame.

Although your plumbing lines have been flushed out to remove foreign particles, there are usually small amounts of minerals that get into the line. The most frequent task in maintaining your faucets will be cleaning the aerators. To clean an aerator, unscrew it from the mouth of the faucet and remove any debris. Remove the washer and screens and rinse them thoroughly. Then re-assemble and replace the unit on the faucet mouth. Aerators should be cleaned every three or four months.

If a major plumbing leak occurs, turn off the water supply immediately. Contact the plumbing contractor listed on the Helpful Information sheet provided at your New Home Demonstration.

If your faucet is leaking when it is in the OFF position, it is generally caused by worn out interior parts. If you have a washerless fixture, as our Moen fixtures are, you may need to replace the interior cartridge.

For cleaning plumbing fixtures, refer to the manufacturer's instructions on cleaning the specific fixture. Avoid abrasive cleansers. They remove the shiny finish and leave behind a porous surface that is difficult to keep clean. Clean plumbing fixtures with a soft sponge and soapy water (a nonabrasive cleaner or a liquid detergent is usually recommended by manufacturers). Then polish the fixtures with a dry cloth to prevent water spots. Care for brass fixtures with a good quality brass cleaner, available at most hardware stores.

Stainless steel sinks should be cleaned with soap and water. Never use abrasive cleaners or steel wool on stainless steel as they will damage the finish.

Please be aware that the icemaker valves and the washing machine valves may leak at the bonnet cap whenever the rising stem valve is closed and then reopened. This should be checked by whoever is connecting the refrigerator or washer. We recommend that a skilled appliance installer make these connections.

21.1 Toilets:

In 1993 a water-saving regulation went into effect which prohibits the manufacture of toilets that use more than 1.6 gallons of water per flush. In the search for a balance amongst comfort, convenience, and sensible use of natural resources, the government conducted several studies. The 1.6-gallon toilet turned out to be the size that overall consistently saves water. As a result of implementing this standard, flushing twice is occasionally necessary to completely empty the toilet bowl. Even though you flush twice on occasion, rest assured that overall you are saving water and we have complied with the law. Similarly, flow restrictors are manufactured into most faucets and all showerheads and cannot be removed by the builder.

Do not use toilet bowl cleaners containing calcium hypochlorite. This will damage parts in the tank. Only use cleaners designed specifically for toilets. Never stand on the toilet seat cover, it was not designed for this purpose and the excess weight may cause it to crack. Do not flush hair, grease, lint, diapers, rubbish, paper towels, feminine products, or facial tissues down the toilet drain. These items will stop up the toilet.

If the water chamber appears to be leaking, it may be only condensation forming on the outside of the tank that drips to the floor. If your toilet water is running, check the chain on the flush handle. If the chain is too tight, the rubber stopper at the bottom of the tank will not be able to seal, thus resulting in running water.

SECTION 22: Roofs

If you notice a problem with your roof, have it inspected by a professional. We recommend that you avoid walking on your roof. All roof tiles are fragile and may crack or split if you walk on your roof. Keep the gutters free of debris so that they may quickly drain water from the roof. Do not step or stand on the gutters, they are not installed to carry this weight.

Do not modify, in any way, the structural members that are used in the construction of your roof.

SECTION 23: Smoke Detectors

Check your smoke detectors monthly to make sure they are functioning properly. Most information pertaining to care of your smoke detectors is contained in the manufacturer's manual. If your detector is not working properly in a battery

operated model, verify that the battery is not expired. With an electrical powered model, verify that the electrical connection has not been severed or the circuit breaker is off.

SECTION 24: Walls & Ceilings

As new homes go through a normal shrinkage process, minor cracks can appear in the drywall. Fill the cracks with spackling compound, sand smooth, and repaint. This normal shrinking will also cause nail or screw pops. The framing studs and the wallboard shrink away from the nail or screw and leave it sticking out beyond the surface of the wallboard. Popped nails do not alter the strength of the wall. The nail should be gently pounded in, and the resulting dimple re-spackled and repainted.

The interior walls and ceilings of your home have been decorated with quality paint products. These painted surfaces should give you long service if properly cared for. The painted walls are not meant to be washed or scrubbed. Gentle cleaning

with clean water and a mild soap should remove most spots. To keep your painted finishes in good condition, we recommend that you keep your furnace and air conditioning filters clean, use the exhaust fans over your range and in the bathrooms, and vacuum dust as it collects.

The drywall used in your ceiling is not designed to support heavy hanging objects; therefore, we recommend that you locate a ceiling joist in which to attach hardware for hanging plants, light fixtures, ceiling fans, etc.

(See additional information under section "Caulking")

SECTION 25: Water Heater

Please refer to your manufacturer's guide for more information about your water heater. Water heaters normally collect small quantities of scale particles that settle to the bottom of the tank. Confirm the correct method of cleaning your water heater in the manufacturer's instructions for your unit. A water softener will reduce the necessary frequency of cleaning.

Electric and gas water heaters have a control mechanism to govern water temperature. The dial should be set between 120° to 130° for an electric heater and on NORMAL for a gas heater.

Every six months check the temperature and pressure relief valve on your water heater to be sure the lever works properly. If the thermostat fails to work, this valve would prevent a dangerous increase in water temperature and pressure.

Be sure to follow the manufacturer's recommendations with regard to flushing your water heater.

SECTION 26: Windows

Clean window framing with warm, clear water. Do not use powdered or abrasive cleaners. After each cleaning, apply a silicone lubricant. Clean glass as needed with vinegar and water, a commercial glass cleaner, or a product recommended by the window manufacturer.

In heavy rains, water may collect in the bottom channel of the window frames. Weep holes are provided to allow excess water to escape to the

outside. Keep the bottom window channels and weep holes free of dirt and debris for proper operation. If the weep holes and channels are not maintained properly, water may overflow onto the window stool and cause damage to the interior of your home.



We wish you many years of enjoyment in your new home. If you have any additional questions about your homeowner maintenance requirements, please contact your Taylor Morrison Customer Service Administrator.