

**RELEASE FORM**

Dear Manager:

In order to comply with insurance requirements, the following procedures must be adhered to when spraying in an **OCCUPIED** unit. At your request, we have set time and made a commitment to do this work. Please be advised that if we travel in your location and in fact cannot do this work through no fault of our own, we will invoice you a \$45.00 minimum trip charge fee. Please make sure all conditions have been met.

**PLEASE ADVISE RESIDENT OF THE FOLLOWING PROCEDURES:**

The process that we use to spray contains chemicals. It is important that both Management and Resident understand their responsibilities in this process.

- 1. NO ONE can be in the unit when work is being done. We will start at the scheduled time.
- 2. Resident must allow at least 4 hours before re-entering the unit. This will allow time for the odor to dissipate.
- 3. **NO PETS** can be in the unit when work is being done (cats, dogs, birds, fish, snakes, any kind of animal).

- MANAGEMENT:**
- 1. Please make sure that resident understands the day and time that we will arrive and that, at your request, we will be in their unit.
  - 2. Please make sure that they understand that we will arrive at the scheduled time, ready to start work and they need to be gone.
  - 3. Please call us if the appointment needs to be cancelled for any reason.  
**If cancelled upon arrival, THERE WILL BE A TRIP CHARGE OF \$65.**
  - 4. **PLEASE ALLOW AT LEAST 24 HOURS FOR COMPLETE CURING TIME.**

- RESIDENT:**
- 1. We will arrive at the scheduled time, ready to start work and you cannot be in the unit when we are working.
  - 2. If we are resurfacing countertops, you must have them completely cleared of all items. All surrounding items, such as wall clocks, hanging plants, decorative items, rugs, etc., any item that could collect overspray must be removed from the area to be sprayed. We will not move any of your personal items. If you have appliances that attach under the cabinets, they must be removed so that we can spray the countertop. Can opener, coffee maker, anything that hangs under the cabinet – **COVER UP EVERYTHING.**
  - 3. If we are resurfacing a bathtub, please remove the shower curtain and rod, towels, rugs, and basically anything in the bathroom area.
  - 4. If sick, please notify the complex office 24 hours before your scheduled resurface.  
**IF CANCELLED UPON ARRIVAL THERE WILL BE A \$65 CHARGE.**

We cannot and will not remove any personal items so please make sure that you have removed everything from the area that is to be sprayed. **COVER UP EVERYTHING.** Use an old sheet, blanket or even newspaper to cover items. The nature of resurfacing is that of an air borne spray. We try as best we can to contain the spray to the immediate area but, we do ask for your help in removing items and covering them.

\*\*\*\*\*IF ANY OF THE FOLLOWING CONDITIONS EXIST, WE WILL NOT SPRAY\*\*\*\*\*

Anyone with allergies, on oxygen, any kind of illness, sick children, any condition where you would not want any exposure to chemicals. If there is a pregnant woman, or a newborn child in the unit, we will not spray. This also applies if personal items have not been removed from area to be sprayed.

Signature of this form indicates residents release from any damage due to any overspray and that resident has read, understands, and will comply with these conditions.  
Signature of this form indicates that MANAGEMENT has read and understands the conditions of this release form and that you will comply with them.

\_\_\_\_\_  
MANAGEMENT SIGNATURE

\_\_\_\_\_  
WORK DATE/UNIT #

\_\_\_\_\_  
RESIDENT SIGNATURE