

**Guide to a Successful Rental Housing Inspection**  
**Single-Family & Duplex Rentals**



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**PLEASE NOTE THE INFORMATION IN THIS HANDOUT IS NOT ALL INCLUSIVE, PLEASE CONTACT HOUSING INSPECTION WITH QUESTIONS AND CONCERNS.**

## 1 - KITCHEN

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### Rental Inspection Preparation

- GFCI
  - Receptacles serving the kitchen counter-top surfaces are required to be ground-fault protected (GFCI). Replace any painted or non-functioning outlets. As outlets serving kitchen counters are replaced, they are required to be tamper-resistant and GFCI protected.
  
- Impervious Floor Covering –
  - All kitchen floors must be made of a hard, nonabsorbent surface to maintain sanitary conditions.
  
- 2-A: 10-BC Fire Extinguisher
  - All dwelling units must have one charged and operable 2-A: 10-BC rated fire extinguisher, 4 or 5 pounds in size. Two types of extinguishers are available:

#### Non-rechargeable

- Replace after 6 years from the date on the extinguisher
- Annual visual inspection and required
- Date is on label or stamped/printed on bottom of the container - visual inspection, must be tagged for the current year



#### Re-chargeable

- Annual visual inspection required
- Date is on label or stamped/printed on the bottom of the container - visual inspection, must be tagged for the current year
- Required to be re-certified every 6 years



- Plumbing
  - Sink - Faucet
    - All plumbing fixtures must be properly installed and maintained in working order. Check for leaks and defects and make sure the fixtures are in a safe, sanitary and functional condition.

## 2 – Bathroom/Toilet Room

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### Rental Inspection Preparation

- GFCI
  - Ground-fault protected receptacles are required in the bathroom. Replace any painted or non-functioning outlets. All new outlets in bathroom are required to be tamper-resistant and GFCI protected.
  
- Impervious Floor Covering –
  - All bathroom floors must be made of a hard, nonabsorbent surface to maintain sanitary conditions.
  
- Window – Exhaust Vent Fan
  - All bathrooms must have either an open-able window or a functioning exhaust vent fan.
  
  - Bath fans are required to be serviced and maintained in good repair.
  
- Plumbing
  - Sink - Faucet
    - Check for leaks and defects and make sure the fixtures are in a safe, sanitary and functional condition.
  - Drain – Vent
    - All existing s-traps must be replaced by a compliant trap and vent system.
  - Faucet Below Flood Rim
    - Water inlets (faucets) for plumbing fixtures must be located above the flood level rim of a fixture.



- Seal Bathtub/Shower
  
- Gas Water Heater in Bathroom
  - A gas-burning water heater cannot be in a bathroom, bedroom or other occupied room.

### 3 - Bedroom

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#### Rental Inspection Preparation

- Closet Lights
  - All clothes closets must have fully enclosed globed fixtures, or the existing fixture can be completely removed. If the fixture is removed, the wiring must be properly terminated and covered with a plate. Wire cages are not considered to be fully enclosed.

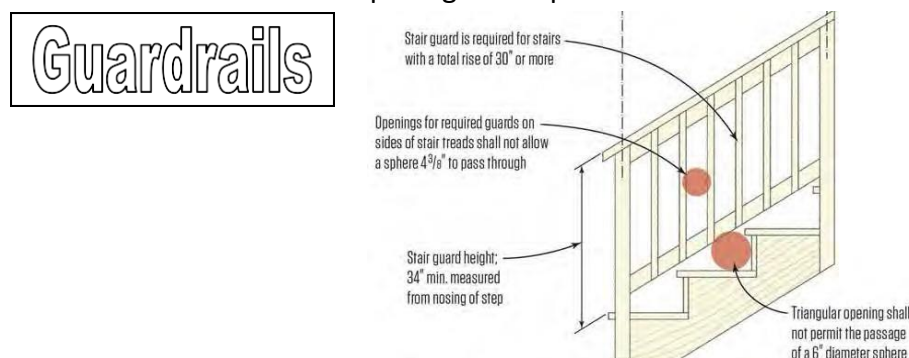
Definition of a clothes closet: A non-habitable room or space intended primarily for storage of garments and apparel.

- Smoke Detectors
  - Operable smoke detectors must be in place in each bedroom, in the hallway immediately outside of each bedroom, and on every level. This does not include crawl spaces or uninhabitable attics. Smoke detectors should be installed according to the manufacturer's instructions. These units are recommended to be replaced every 10 (ten) years (please note that date will be listed on the back).
- Carbon Monoxide Detectors
  - Carbon Monoxide Detectors are required in every dwelling having a fossil-fuel-burning heater or appliance, a fireplace, or an attached garage. Carbon monoxide alarm are required in each hallway leading to bedrooms. These units are recommended to be replaced every 10 (ten) years (please note that date will be listed on the back).

## 4 – Interior (General)

### Rental Inspection Preparation

- Fireplace (Wood Burning Only)
  - A written safety certification from a professional (licensed chimney sweeps or certified individual) is recommended to verify that the fireplace is being maintained in a safe manner. Without certification it is recommended the fireplace be closed off from tenant use.
- Stairs
  - Every interior stairway and all parts attached including treads, risers, stringers, and handrails must be properly anchored and capable of supporting the normally imposed loads. Stairs should not have broken steps and steps must be securely fastened. Stairs/steps should not lean or sag.
- Handrails - Guardrails
  - Every flight of stairs having four or more risers must have a handrail on one side of the stair.
  - Existing handrails must not be less than 30" high or more than 42" high measured vertically above the nosing of the tread or above the finished floor of the landing or walking features.
  - Every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface which is more than 30" above the floor or grade below must have guards.
  - Guardrails must not be less than 34" in height and spacing between slats or intermediate rails cannot allow the passage of a sphere 4" or more in diameter.



- Smoke Detectors
  - Operable smoke detectors must be in place in each bedroom, in the hallway immediately outside of each bedroom, and on every level. This does not include crawl spaces or uninhabitable attics. Smoke detectors should be installed according to the manufacturer's instructions. These units are recommended to be replaced every 10 (ten) years (please note that date will be listed on the back).

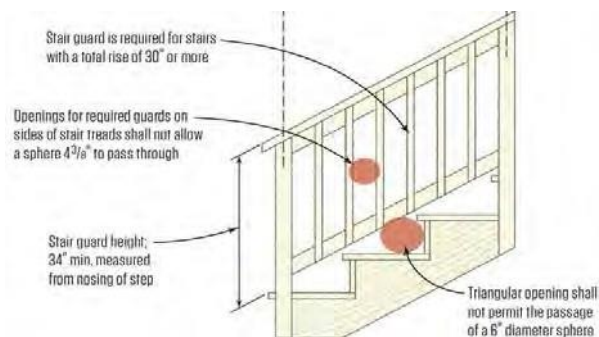
- Doors
  - Close and Latch
    - Every interior door must fit reasonably well within its frame and must be capable of being opened and closed by being properly and securely attached to jambs, headers or tracks. Doors are required at sleeping rooms that open into interior hallways or corridors and the doors must be equipped with operable latching devices and hardware.
  - Entry Door Locks
    - Locks at all entrance doors to dwelling units and sleeping units must secure such doors. All means of egress doors must be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort.
  
- Walls
  - All peeling, blistered, or flaking paint must be removed or effectively covered to create a smooth, easily cleaned surface.
  
- Ceilings
  - All peeling, blistered, or flaking paint must be removed or effectively covered to create a smooth, easily cleaned surface.
  - Habitable spaces, hallways, corridors, laundry areas, bathrooms, toilet rooms and habitable basement areas are required to have a clear ceiling height of not less than 7 ft. There are 3 exceptions:
    - beams or girders;
    - basement rooms occupied exclusively for laundry, study or recreational purposes; or
    - rooms occupied exclusively for sleeping, study, or similar purposes that have a sloped ceiling over all or part of the room.
  
- Floors
  - Floors must be maintained in good repair. Floor covering should be firmly attached and have no loose or missing area.

## 5 - BASEMENT

### Rental Inspection Preparation

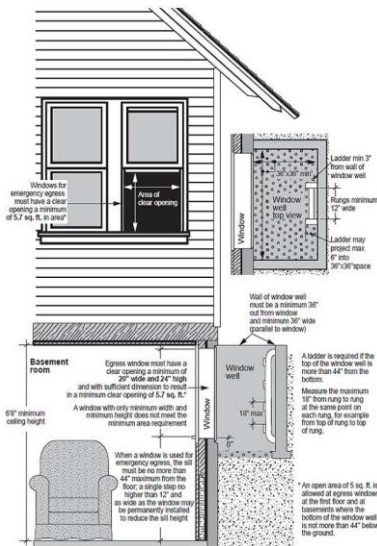
- Stairs
  - Every interior stairway and all parts attached including treads, risers, stringers, and handrails must be properly anchored and capable of supporting the normally imposed loads. Stairways must not have broken steps and steps must be securely fastened. Stairways including steps should not lean or sag.
- Handrails - Guardrails
  - Every flight of stairs having four or more risers must have a handrail on one side of the stair.
  - Existing handrails must not be less than 30" high or more than 42" high measured vertically above the nosing of the treat or above the finished floor of the landing or walking features.
  - Every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface which is more than 30" above the floor or grade below must have guards.
  - Guardrails must not be less than 34" in height and spacing between slats or intermediate rails cannot allow the passage of a sphere 4" or more in diameter.

### Guardrails



- Basement Hatchway
  - Every basement hatchway must be maintained to prevent the entrance of rodents, rain and surface drainage water. The hatchway must also be equipped with a lock that prevents unauthorized entry.

- Smoke Detectors
  - Operable smoke detectors must be in place in each bedroom, in the hallway immediately outside of each bedroom, and on every level. This does not include crawl spaces or uninhabitable attics.
- Plumbing
  - Sink - Faucet
    - Check for leaks and defects and make sure the fixtures are in a safe, sanitary and functional condition.
- Sump Pump
  - Sump pumps cannot be connected to the sanitary sewer. If the sump pump is connected to the sanitary sewer, it must be disconnected and re-routed to the storm sewer system. If the sump pump currently discharges to grade, no change is required.
- Egress Window (Emergency Escape Opening)
  - Every bedroom is required to have at least one operable emergency escape opening. This opening must open directly into a public street, public alley, yard or court. Where emergency escape and rescue openings are provided, they shall have a sill height of not more than 44 inches above the floor.



<b>Egress Window Minimums</b>	
Minimum Openable Area	5.7 square feet
Minimum Opening Height	24 inches
Minimum Opening Width	20 inches

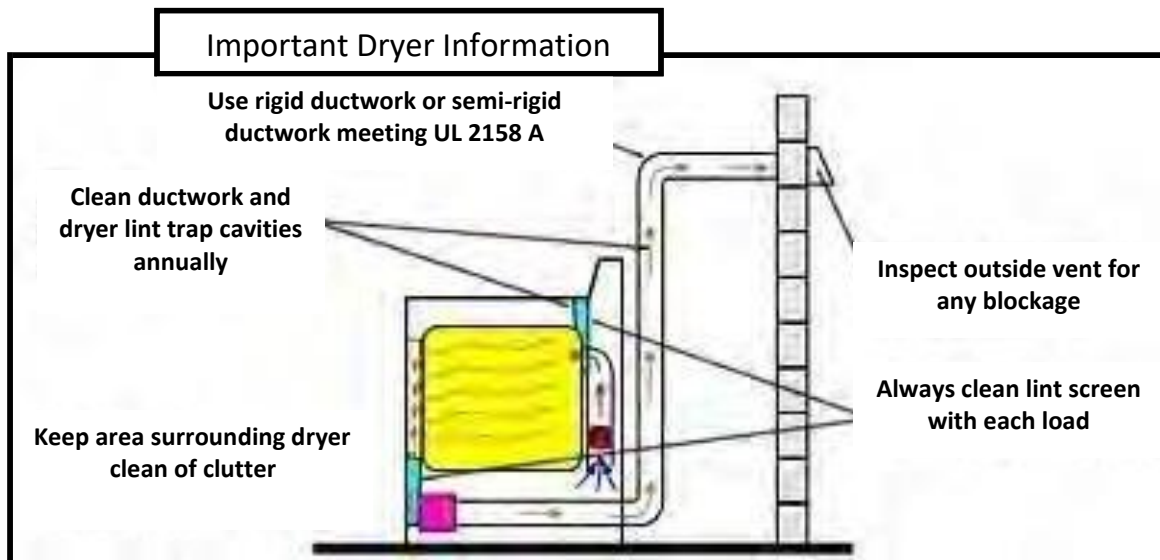


- Window Well
  - The minimum horizontal area of the windows well is required to be 9 sq. ft. with a minimum horizontal projection and width of 36 inches.
  - Window wells with a depth over 44" must be equipped with a permanently affixed ladder or steps usable with the window in the fully opened position.
  - Ladders or rungs must have an inside width of at least 12" and project at least 3" from the wall and must be spaced not more than 18' on center vertically for the full height of the window well.
  - Any covering on the window well(s) must be removable from the inside without the use of a key, tool, special knowledge or force greater than that which is required for normal operation of the window(s).
  
- Furnace
  - A mechanical inspection of fuel burning appliances is recommended when a furnace reaches approximately 20 years of age or when there are any of the following visual indications or safety concerns:
    - Improper installation;
    - Rust;
    - Scorch marks;
    - Frayed wiring and/or;
    - Leaks.
  
  - Maintain clearance around mechanical equipment. Access must be provided to the equipment for service and inspection.
  
- Water Heater
  - Water heating facilities must be properly installed, maintained and capable of providing an adequate amount of hot water to be drawn at every required sink, lavatory, bathtub, shower, and laundry facility.
  - A gas-burning water heater cannot be located in any bathroom, toilet room, bedroom, or other occupied room normally kept closed, unless adequate combustion air is provided. This does not include direct vent appliances.
  - An approved combination temperature and pressure-relief valve and relief valve discharge pipe must be properly installed and maintained on water heaters. The water heater discharge pipe must be within 6 inches above the floor and cannot have a threaded connection at the end of the piping.
  - Maintain clearance around mechanical equipment. Access must be provided to the equipment for service and inspection.

## 6 - Laundry

### Rental Inspection Preparation

- Clothes Dryer Exhaust
  - To Exterior
  - Clothes dryer exhaust systems are required to be independent of all other systems and they must be exhausted in accordance with manufacturer's instructions (to the exterior of the structure). Dryer vents should be cleaned periodically and lint build-up should be eliminated from around the dryer.



- Washer Drain Lines
  - Washing machines are required to drain to a stand pipe or laundry sink.

## 7 - Electrical

### Rental Inspection Preparation

- Electrical Panel
  - Fusing
    - If the electrical system in a structure constitutes a hazard to the occupants or structure because of improper fusing, corrections must be made to eliminate the hazard.
    - If the electrical service panel shows evidence of over fusing, a licensed electrical contractor will be required evaluate and install appropriate Type “S” fuses. This entails inserting an adapter that limits the size of the fuse to the amperage limitations of the circuit wiring. If this alternative is not desirable, the other option is to replace the existing service panel(s) in order to accommodate the additional circuits and properly sized breakers.
  - Installation
    - All electrical equipment, wiring and appliances must be properly installed and maintained in a safe and approved manner. The panel must be properly secured to the wall. Additionally, wiring coming into the panel should be fastened to the wall and there should be no signs of deterioration or damage.



#### Safety Tips for Electrical Panels

- Provide sufficient access to the panel and a working space around the panel 30 inches wide and 36 inches deep.
- Panel and associated wiring must be firmly secured to the surface on which mounted
- Any unused openings in the panel must be effectively closed
- Panel should be properly labeled and visible for quick access
- Panels should not be located in bathrooms, toilet rooms and clothes closets
- Illumination should be provided in the area where the panel is located

- Switched Light/Outlet – See IRC Section 3803
  - The owner must provide, near the entrance to each room, a switched convenience outlet or a light fixture capable of providing sufficient light for each square foot in each habitable room, bathroom, water closet compartment and hallway within the dwelling unit.
- Duplex Outlets – 2 (Habitable Space)
  - Each habitable space must have at least two duplex electrical outlets where an electrical cord may be easily and directly plugged in with a minimum of inconvenience. If excessive extension cord use is occurring because there are an insufficient number of receptacles or lighting outlets, additional outlets may be required because outlet overuse may create a hazard.



## 8 - Exterior

### Rental Inspection Preparation

- Address Number on Building
  - Visible
    - The structure must have legible address numbers that are visible from the street or road fronting the property.
  - 4-inch
    - Address numbers must be a minimum of 4 inches in height.



- Contrast
  - Address numbers must contrast sharply in color with the background to which they are affixed.



- Yard Condition
  - Outdoor Storage
    - Outdoor storage of any or all the following is prohibited:

## Outdoor Storage

### *Appliances*

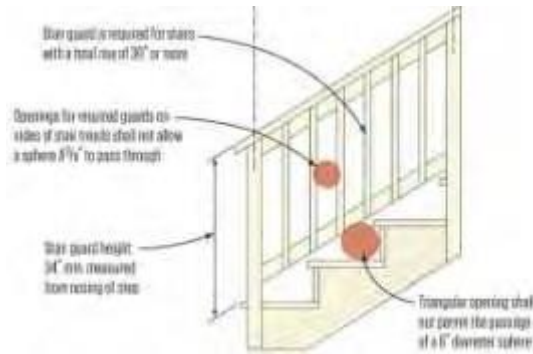
refrigerator • icebox • washing machine • dishwasher • kitchen range • clothes dryer • freezer  
 commode • urinal • bathroom sink • kitchen sink • similar or other large household appliance

### *Household Furniture/Furnishings*

**The term "outdoor" includes a porch unless the porch is completely enclosed by fully intact glass or fully intact screens.**

- Motor Vehicles
  - Vehicles must be removed if they are inoperable, a habitat for vermin or insects, used for storage of materials or animals, and/or constitute a public health or safety concern.
  
- Grass Height
  - Grass height must not exceed 10 inches.
  
- Vegetation
  - Vegetation must be removed if they cause a health, safety or fire hazard.
  
- Trees - Shrubs
  - Trees and shrubs must be controlled and trimmed so they are not in contact with the structure.
  
- Refuse - Garbage
  - All exterior property and premises, and the interior of every structure, must be kept free from any accumulation of refuse or garbage.
  - Every occupant of a structure must dispose of refuse, garbage and other organic waste in a clean and sanitary manner, by placing it in disposal facilities or storage containers, and by re-closing or replacing container lids.
  - It is the occupant's responsibility to move containers to and from the curb within 24 hours when curbside service is contracted.
  - Occupants are required to make special arrangements to have removed within 24 hours any items which will not be picked up by regular contracted service.
  - Multi family structures must be provided with single stream recycling. Both solid waste and recycling must be screened with materials that are complementary with the dwelling. Screening shall be a minimum of 72 inches (6 feet) in height. Large enough in size to adequately enclose both solid waste and recycling. Screening must enclose three sides (i.e. two sides and a back), UNLESS visible from the public right of way. If visible from the public right of way, screening must enclose all four sides (i.e. two sides, back and front opening door). Screening must be designed in such a manner to contain any loose waste or recycling.
  
- Sidewalks - Driveways
  - All sidewalks, walkways, stairs, driveways, parking spaces and similar areas must be kept in a proper state of repair and maintained free from hazardous conditions.
  
- Handrails - Guardrails
  - Every flight of stairs having four or more risers must have a handrail on one side of the stair.
  - Existing handrails must not be less than 30" high or more than 42" high measured vertically above the nosing of the tread or above the finished floor of the landing or walking features.
  - Every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface which is more than 30" above the floor or grade below must have guards.
  - Guardrails must not be less than 34" in height and spacing between slats or intermediate rails cannot allow the passage of a sphere 4" or more in diameter.

# Guardrails



- Handrails – Guardrails (continued)
  - Every exterior flight of stairs having four or more risers must have a handrail on one side of the stair.
  - Every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface which is more than 30" above the floor or grade below must have guards.
- Deck/Porch
  - Every stair, ramp, landing, balcony, porch, deck or other walking surface must be maintained in sound condition and good repair. Every exterior stairway, deck, porch, balcony and all appurtenances attached to them must be in good repair.
- Stairs
  - Every exterior stairway and all parts of it including treads, risers, stringers, and handrails, must be maintained structurally sound, and in good repair, with proper anchorage and the capability to support the imposed loads.
- Gutters
  - Roof drains, gutters and downspouts must be maintained in good repair and be free from obstructions. Roof water must not be discharged in a manner that creates a nuisance condition upon adjoining properties (public or private).
- Paint
  - Trim – Siding
    - All exterior surfaces must be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, must be protected from the elements and decay by painting or other protective covering or treatment.
    - Peeling, flaking and chipped paint must be eliminated, and surfaces repainted.
    - All exterior walls must be free from holes, breaks, and loose or rotting materials, and the surface must be properly coated to prevent deterioration.
- Roof
  - The roof and flashing on the dwelling and accessory structures must be sound, tight and not have defects that admit rain. Roof drainage must be adequate to prevent dampness or deterioration in the walls or interior portion of the structure.
- Structural Foundation
  - All foundation walls must be maintained safe and free from open cracks and breaks.





- Windows
  - All glazing compound materials must be maintained free from holes. Glazing materials include glass, sash, frame, casing, muntin's, glazing compound, i.e., all parts of the window assembly.
  - Every window, skylight, door and frame must be kept in sound condition, good repair, and weather tight. Every window, other than a fixed window, must be easily openable and capable of being held in position by window hardware.
  - Openable windows located in whole or in part within 6 feet above ground level, or a walking surface that provides access must be equipped with devices that secure the units from unauthorized entry.

#### **Screens Required**

During the period from May 15 to October 15, every window and other outside opening required for ventilation of habitable rooms and food preparation and service areas such as kitchens and dining rooms, must be supplied with approved tightly fitting screens of not less than 16 mesh per inch, and every screen door used for insect control shall have a self-closing device in good working condition.

- Graffiti (Defacement of Property)

- It is the responsibility of the owner to remove graffiti and restore said surface to an approved state of maintenance and repair.





## 9 - Other

### Rental Inspection Preparation

Visible Signs of Infestation

- All structures must be kept free from insect and rodent infestation. All structures in which insects, or rodents are found shall be promptly exterminated by approved processes that will not be injurious to human health. After extermination, proper precautions must be taken to prevent re-infestation.

Infestation Responsibilities	Owner	Occupant
Prior to renting or leasing the structure	X	
One-family dwelling		X
Public or shared areas of structure containing two or more dwelling units	X	
Public or shared areas of a multiple occupancy structure and the exterior	X	
Infestation caused by failure of occupant to prevent infestation in the area occupied		X
Maintaining structure in rodent and pest free-condition		X
Infestation caused by defects in the structure	X	

### Cleanliness Interior & Exterior

- All exterior property and premises must be maintained in a clean, safe and sanitary condition.
- The interior of a structure and equipment therein must be maintained in good repair, structurally sound, and in a sanitary condition.
- The occupant must keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition. Occupants must keep that part of the structure which they occupy or control in a clean and sanitary condition.
- All vacant structures and premises thereof or vacant land must be maintained in a clean, safe, secure and sanitary condition so as not to cause a blighting problem or adversely affect the public health or safety.



□ **Radon (effective July 1, 2020)**

- Single family detached and duplex rental properties shall be tested by a State licensed, third-party inspector.
- Properties showing a radon hazard exposure level of 4 pick/L (picocuries per liter) will be required to conduct radon mitigation. Radon mitigation systems for units testing above the required level must be installed by a Radon Mitigation Specialist certified by the State of Iowa.
- Properties will be required to retest for hazardous radon levels every eight years, units with bedrooms in the basement will be required to retest these levels every four years.

□ **When will the follow up inspection take place if housing violations were found?**

Imminent Life Safety	Immediate Corrective Action
Routine/Normal Maintenance	Complete Within 30 Days
Seriously Deferred Maintenance (Medium/Large Project)	Complete Within 60 Days
Weather/Seasonally Dependent Item	Complete Within 180 Days/Negotiated

# **EMERGENCY ESCAPE AND RESCUE OPENINGS -**

## **IRC SECTION R310**

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**R310.1 Emergency escape and rescue required.** *Basements*, habitable attics and every sleeping room shall have at least one operable emergency escape and rescue opening. Where *basements* contain one or more sleeping rooms, emergency egress and rescue openings shall be required in each sleeping room. Where emergency escape and rescue openings are provided they shall have a sill height of not more than 44 inches (1118 mm) above the floor. Where a door opening having a threshold below the adjacent ground elevation serves as an emergency escape and rescue opening and is provided with a bulkhead enclosure, the bulkhead enclosure shall comply with Section R310.3. The net clear opening dimensions required by this section shall be obtained by the normal operation of the emergency escape and rescue opening from the inside. Emergency escape and rescue openings with a finished sill height below the adjacent ground elevation shall be provided with a window well in accordance with Section R310.2. Emergency escape and rescue openings shall open directly into a public way, or to a *yard* or court that opens to a public way. **Exception:** Basements used only to house mechanical equipment and not exceeding total floor area of 200 square feet (18.58 m<sup>2</sup>).

**R310.1.1 Minimum opening area.** All emergency escape and rescue openings shall have a minimum net clear opening of 5.7 square feet (0.530 m<sup>2</sup>).

**Exception:** Grade floor openings shall have a minimum net clear opening of 5 square feet (0.465 m<sup>2</sup>). **R310.1.2 Minimum opening height.** The minimum net clear opening height shall be 24 inches (610 mm).

**R310.1.3 Minimum opening width.** The minimum net clear opening width shall be 20 inches (508 mm).

**R310.1.4 Operational constraints.** Emergency escape and rescue openings shall be operational from the inside of the room without the use of keys or tools.

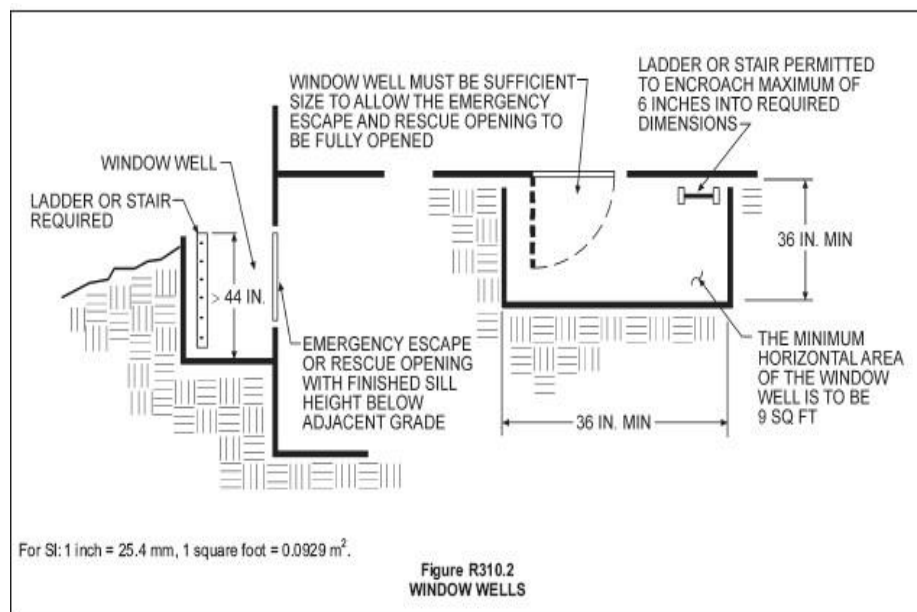
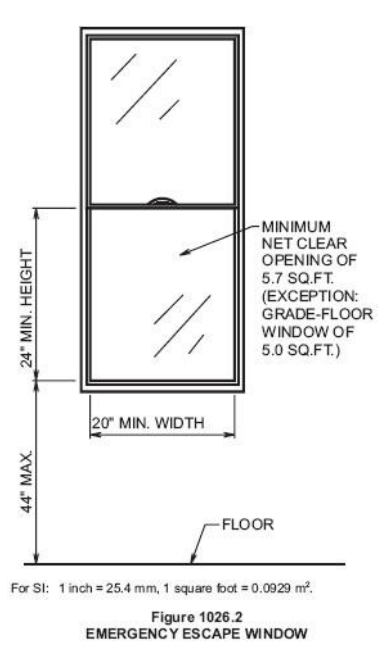
**R310.2 Window wells.** The minimum horizontal area of the window well shall be 9 square feet (0.84 m<sup>2</sup>), with a minimum horizontal projection and width of 36 inches (914 mm). The area of the window well shall allow the emergency escape and rescue op

**Exception:** The ladder or step are permitted to encroach a maximum of 6 inches (152mm) into the required dimensions of the window well.

**R310.2.1 Ladder and steps.** Window wells with a vertical depth greater than 44 inches (1118 mm) shall be equipped with a permanently affixed ladder or steps usable with the window in the fully open position. Ladders or steps required by this section shall not be required to comply with Sections R311.5 and R311.6. Ladders or rungs shall have an inside width of at least 12 inches (305 mm), shall project at least 3 inches (76 mm) from the wall and shall be spaced not more than 18 inches (457 mm) on center vertically for the full height of the window well.

**R310.3 Bulkhead enclosures.** Bulkhead enclosures shall provide direct access to the basement. The bulkhead enclosure with the door panels in the fully open position shall provide the minimum net clear opening required by Section R310.1.1. Bulkhead enclosures shall also comply with Section R311.5.8.2 and it is recommended they not be located under snow-shedding roof conditions.

**R310.4 Bars, grills, covers and screens.** Bars, grills, covers, screens or similar devices are permitted to be placed over emergency escape and rescue openings, bulkhead enclosures, or window wells that serve such openings, provided the minimum net clear opening size complies with Sections R310.1.1 to R310.1.3, and such devices shall be releasable or removable from the inside without the use of a key, tool or force greater than that which is required for normal operation of the escape and rescue opening.



**R612.2 Window sills** in *dwelling* units, where the opening of an operable window is located more than 72 inches (1829 mm) above the finished *grade* or surface below, the lowest part of the clear opening of the window shall be a minimum of 24 inches (610 mm) above the finished floor of the room in which the window is located. Operable sections of windows shall not permit openings that allow passage of a 4-inch (102 mm) diameter sphere where such openings are located within 24 inches (610 mm) of the finished floor.



## Iowa Department of Public Health Bureau of Environmental Health Services

### Frequently Asked Questions about Mold

**Overview:** Mold is a natural part of the outdoor environment. Mold is present in outdoor air at some level throughout the year. In order for mold to grow indoors, there must be a significant source of water, moisture or humidity.

#### How do I know if I have a mold problem?

If you see or smell mold in your home, you probably have some mold growth.

#### What causes mold?

Mold growth problems are ALWAYS caused by a moisture or water problem. It does no good to clean the mold if you haven't solved the water issue first.

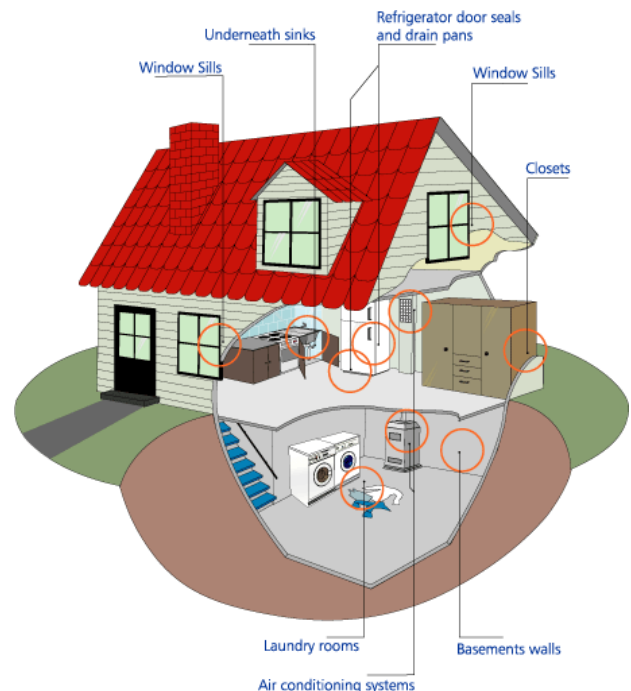
#### Where should I look for mold?

Look for mold in places where there may be water issues (under sinks, in laundry rooms, kitchens, bathrooms, where a roof has leaked, in the basement, etc.).

#### Should I test my home for mold?

No. The Iowa Department of Public Health does **NOT** recommend testing for mold for several reasons:

- Mold is present at some level in outdoor air throughout the year so test results may be unreliable.
- It is very difficult, even for professionals, to get meaningful test results for mold.
- Mold testing is very costly.
- There are no regulatory levels or guidelines for comparing test results.



#### Will mold make me sick?

Mold can cause an allergic reaction in some individuals. About 50% of the population of the United States is allergic to mold. If you are NOT allergic to mold, it is unlikely that you will have health effects from mold exposure. If you are allergic to mold, your reaction depends on how sensitive you are to mold. Symptoms of an allergic reaction are

- Itchy or watery eyes, runny nose,
- Sinus drainage,
- Respiratory discomfort, and
- Cough.

### **I've identified the area covered in mold, how do I clean it up?**

If the material is **non-porous** (it **will not** absorb water) such as a concrete, tile or vinyl flooring, plastic patio furniture, plastic toys, tub surrounds, paneling, molding, etc., use a mild household detergent solution to wipe away the mold. If it is a **porous** surface (it **will** absorb water) such as drywall, carpeting, furniture, bedding, clothing, stuffed animals, books, etc., remove, discard, and replace the items or surfaces the mold is growing on.

It is not necessary to use bleach on mold, unless your intention is to disinfect the surface. If you choose to use bleach to disinfect an area or to remove mold stains, follow these guidelines:

1. Clean the surface first and remove all debris.
2. Provide ventilation with a fan, open window, or door.
3. Prepare the bleach solution according to the manufacturer's instructions. Keep the surface wet for 15 minutes before wiping it down.
4. Never mix bleach with ammonia or any other cleaners.
5. Rinse the area with clean water.