



# DUNHILL HOMES™

## Homebuyer Orientation Meeting

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Date: \_\_\_\_\_

Today's meeting agenda includes the demonstration of your new home and the many important components to understanding your homes functionality and discussing the included warranties.

### Exterior:

- \_\_\_ Main Water shut off valve  
*Demonstrate operation of valve- right is tight-left is loose*
- \_\_\_ Hose bibs  
*Frost proof device and anti siphon devices and their purpose*
- \_\_\_ Electric service/panel  
*Location of important breakers- labeled correctly*
- \_\_\_ Gas Meter  
*Location- demonstrate how to turn meter off in case of gas leak*
- \_\_\_ Secondary Condensate lines  
*Explain purpose and maintenance tips*
- \_\_\_ Water Heater Test and pressure lines  
*Explain purpose*
- \_\_\_ Landscape and Trees  
*Require adequate water and maintenance- spaced for future growth*
- \_\_\_ Roof and Roof vents
- \_\_\_ Drainage  
*Location of drainage patterns and the importance of maintenance*
- \_\_\_ Exterior paint  
*Type of paint used, some annual maintenance required*
- \_\_\_ Weep Holes (Where applicable)  
*Show location and explain the importance of keeping them free of debris*
- \_\_\_ Flatwork (concrete drives and walks)  
*Show location of control joints and explain how to seal cracks*
- \_\_\_ Irrigation system (Double check valve, PVBR, Master valve and Controller)

### Interior:

- \_\_\_ Garage door and door opener  
*Demonstrate lubrication locations and door opener operations*
- \_\_\_ Plumbing Fixtures and Faucets  
*Clean with non-abrasive cleansers. Demonstrate removing and cleaning aerators*
- \_\_\_ Bath and Shower faucets  
*Anti scald device and temperature regulation*



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### Interior Continued:

- \_\_\_ Commodes  
*Explain low water volume commodes- demonstrate adjusting water level*
- \_\_\_ GFCI  
*Ground fault circuit interrupters-show location and demonstrate testing and resetting*
- \_\_\_ HVAC/filters  
*We recommend annual maintenance- Show location of filter grille*
- \_\_\_ Thermostat  
*Demonstrate programmable thermostat*
- \_\_\_ Windows  
*Demonstrate Operation and lubrication locations*
- \_\_\_ Smoke Detectors  
*Hard wired together with battery back up, change batteries annually*
- \_\_\_ Ceramic Tile and grout  
*Clean with mild detergent and water, Maintain caulk joints at all dissimilar material locations*
- \_\_\_ Carpet  
*Vacuum regularly to maintain pile life, Always cut loose strands to avoid runs*
- \_\_\_ Half Hot electrical outlets  
*Show location of outlet and switches*
- \_\_\_ Drywall  
*Fill hairline cracks with spackle or latex caulking and paint. Report cracks in excess of 1/8"*
- \_\_\_ Caulk  
*Temperature variations along with normal settlement will cause separation*
- \_\_\_ Paint  
*Not warranted. Clean painted surfaces with damp cloth. Gently rub wall surfaces as vigorous scrubbing will affect drywall texture. Use foam brush for easy touch-up*
- \_\_\_ Doors  
*Temperature and humidity may cause warping- 1/4"-1/2" warping is considered normal*
- \_\_\_ Hardware  
*Clean with damp cloth-, periodic tightening of the exposed screws may be required*
- \_\_\_ Water Heater  
*Temperature regulation- Demonstrate pop off valve and flush valves*
- \_\_\_ Appliances  
*Demonstrate operation- explain warranty and registration. Extended warranties may be available*
- \_\_\_ Garbage disposal  
*Always run water while operating disposal Show location of internal circuit breaker and demonstrate wrench use*
- \_\_\_ Fireplace  
*Demonstrate damper and lighter operation*

