ELECTRICAL AND SAFETY GUIDELINES FOR YOUR NEW HOME

1. Please keep the areas surrounding the service panel clear of shelving or storable items. The electrical panel requires a working clearance of 3 feet in front of the panel and 30” wide of the panel.

2. Once a month, you should reset all the circuit breakers. To do this, simply turn all breakers to the “off’ position and back to the “on” position. On an arc fault breaker or ground breaker, press the test button and turn the breaker back to the “on” position. These procedures ensure the proper functioning of the circuit breakers.

3. Arc fault breakers will not only detect overloads and ground faults, but will also detect defective cords, appliances, and equipment plugged into that circuit. If the arc fault breaker trips, remove all items plugged into that circuit and try to reset the breaker. If breaker does not reset, please contact your Electrical Contractor. Arc fault breakers can trip due to nuisance across the circuit (older appliances and even Mac computers), before contacting your Electrician, try those items on a different circuit.

4. Keep all floor and wall outlets free of debris; this will ensure proper connection when the outlets are used

5. Test the GFCI outlets (the outlets with (2) buttons located on the face of the outlet) on a regular basis. These outlets are located in the kitchen, garage, bathrooms, basement and laundry room. To test the outlets, press the “test” button and then the “reset” button

6. When the outside outlets are or are not in use, make sure to keep the plastic cover in the closed position, this will ensure against nuisance tripping of the GFCI outlet.

NOTES:

1. All GFCI outlets have a red light on the face of the outlet, if the red light is present, this means that the GFCI has tripped. Press the “reset” button to restore power to the outlet. If the GFCI still remains tripped, unplug everything that is used on that circuit and press the “reset” button and if the GFCI is still tripped, the GFCI outlet may be faulty and contact your electrician.

2. Your Electrical Contractor recommends that if you plug an older refrigerator or freezer into a GFCI protected circuit, you check the appliance frequently for nuisance tripping of the GFCI outlet.

3. All kitchen counter outlets are controlled by (2) GFCI outlets, if any of the counter outlets don’t work, refer to note #1.

4. All bathroom outlets are controlled by (1) GFCI outlet; if a regular outlet located in another bathroom doesn’t work, refer to note #1.

5. All outside and garage outlets are GFCI protected. The GFCI will be located in the garage or at the actual weatherproof location; if the outlets don’t work, refer to note #1. If you have outlets located in exterior soffits or switched outlets, you may have a GFCI outlet located in the foyer or foyer closet.

6. All basement or unfinished areas of lower level are a GFCI outlet or a GFCI protected outlet

7. The whirlpool tub is controlled by a GFCI outlet locate in the bathroom or nearest closet at normal floor height. If the whirlpool tub does not work, refer to note #1.

8. Smoke Detectors: your home is equipped with 120 volt interconnected and battery backup smoke detectors. There is a low battery alarm where the smoke detector will beep to inform you which detector needs to have the battery replaced. Dust will cause the smoke detectors to sound off, so we recommend lightly vacuum the smoke detectors and change the batteries twice a year. If your smoke detectors do go off, you will need to reset it. To do this, take the smoke detector down by removing the plug on the back of the detector. Remove the batteries and press the test button until you no longer hear any noise. Install new batteries and put device back up.

9. Switched outlets: usually the bedroom, great room, plant shelf and above cabinet outlets in the kitchen have switched outlets where the top half of the outlet is controlled from a wall switch and the bottom half remains energized.

10. Dishwasher: your dishwasher is required to have a disconnect switch, either located above the counter or underneath the sink.

11. Light Fixtures: ALL light fixtures including recess lights have a maximum wattage bulb that can be used in that fixture (all decorative light fixtures will have a label with the maximum wattage allowed). Open baffle recess lights will accept up to a 65-watt lamp, closed trims will accept a 40-watt A lamp. Failure to follow this my result in a fire.

12. If you have loss of power to an area, check the service panel for a tripped breaker (the breaker will be removed from the “on position”). Turn the breaker fully to the off position and then to the on position. If the breaker returns to the tripped position, unplug everything on that circuit (arc fault breakers will trip if there is a faulty cord or appliance) (refer to chart on the panel door). Try resetting the breaker, if the breaker remains tripped, call your Electrician.

13. If your air conditioner doesn’t work, first check that the switch and/or breaker for the furnace are “on”. Next, check that the non-fusible disconnect for the outside condensing unit is in the on position. To turn on or off, simply pull the disconnect straight out and insert so you can read the on or off on the disconnect.