

Chapter 6 Part 5a Form 1

Shelton Housing Authority Bed Bug Extermination Checklist

The Housing Authority has contacted a certified pest control company to exterminate the bed bugs from your unit. However, the success of this process depends on you and your family’s complete cooperation. Below is a list of your responsibilities that **MUST** be completed before the pest control company can begin the extermination process. Failure to cooperate and/or complete **ALL** of the items below may result in the termination of your lease.

Your unit is scheduled to be treated on the date below. The checklist must be completed by that date! If there is some reason that you can’t have the check list complete by the below date, please let us know immediately.	
Date	Time
Your Unit will be Treated By:	

Completed	Items to be complete by the resident
	Strip the bed(s) and launder all sheets, pillowcases, mattress pads, and blankets in hot water.
	Remove everything from bedroom closet(s) and place in plastic bags.
	Remove everything from dresser drawers, nightstands, and dressing tables and place in plastic bags.
	Have all clothing and fabrics laundered or dry-cleaned.
	Remove drapes and have them, laundered, dry-cleaned, or replaced.
	Discard cardboard boxes, shoeboxes, paper and plastic bags, old newspapers, stacks of magazines, and similar items in the infested rooms.
	Vacuum all infested rooms. Also vacuum mattresses, bedsprings, couches, chairs, closets and closet shelves, shoes, inside dresser drawers, and bedside table drawers. Vacuum bags are to be place in a plastic bag, sealed and discarded.

Important Note:

Discarding of any compromised (ripped/torn) materials or heavily infested item may be required.	
Dismantling of bed frames and other items will be performed as part of the service program.	
Should the box spring remain, removal of the cheesecloth underside is required for proper inspection and/or application.	
Zippered mattress bags will be used. Mattresses can be used (back on the bed frame) but must remain in these bags for at least thirty (3) days. Linens are to go over the bags.	
If laundering, hot water & detergent cycle + dryer must be used.	
A clutter free environment must be provided to allow access for the service technician to treat all the needed areas.	
Before removing all bagged items, the resident should inspect for pest activity.	
The resident should not touch or move any monitoring device.	
Insecticide treatments MUST NOT be performed by the resident.	
By my signature below I certify that I have read, understand, and have fully completed the above checklist. Failure to fully cooperate may result in the termination of my lease.	
Resident Signature	Date