



PAINTING INSTRUCTIONS

Steps to follow:

Materials for Job:

Paint (latex is recommended), brushes (*1 1/2 - 2" for trim and 3 " on flat surfaces like walls and doors*), rollers, the correct roller pads, masking tape, moist rag, drop cloths, spackle, putty knife, screw drivers, extension pole for roller, roller pan, caulking gun ,caulking.

PREPARATION

Clear the room or area to be painted.

Lay down drop clothes, overlap and secure them with duct tape if possible. Remove all hooks & nails. Clean all walls & ceilings. Wipe them down of any substances, such as tape, stickers, cobwebs, dust, etc. Patch holes with spackle. Allow to dry. Sand if necessary.

Remove all light switch and outlet plates, light fixtures if possible, etc. so they do not accidentally get painted. Cover light switches and outlets with masking tape.

Caulk gaps.

List Rooms to be painted

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| Living room, Dining room, kitchen, Stairwell to basement, Hallways, Bathrooms |
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PAINTING

1. Pour paint into about half the roller pan.

2. Use 2" brush to paint all corners and areas around window and door trim.

3. Use roller to paint ceiling first and then wall surfaces. Make sure you use enough paint, but don't overload your roller so much that it will drip. Also, don't roll out your roller so much that it pull the wet paint off the wall again. Frequently reload your roller with the right amount of paint. Use extension pole whenever possible. You can make longer, smoother strokes using the roller extension pole.

- Have your damp rag ready to wipe any mistakes or drips.
- Apply paint as evenly as you can.
- Apply second coat if necessary by repeating the steps of painting.

Clean brushes before changing paint if using semi-gloss or gloss paint on trim and doors. When painting doors, remove doorknobs and lock hardware to avoid painting whenever possible.

CLEAN-UP

Wash rollers and paint brushes in water. Roller pads should be removed from the rollers. Squeeze and work the nap and brush bristles in the water and then wash thoroughly with soap and rinse well. Clean out the roller and roller pan too, along with any other equipment that may have gotten paint on it.

Fold up drop cloths, take them outside and shake them out. Fold them up neatly for the next time they'll be needed.

Replace all light switch and outlet plates, doorknobs, etc.

Any questions, please call your landlord or property manager.

Thank you,
The Management

