



# Barrett Property Management, Inc.

Serving Nevada & Placer Counties

## Emergency Shut Off List

To Be Completed By Property Owner

Property Address: \_\_\_\_\_

In the event of an emergency, it is helpful to know the location of all shut offs below to help prevent damage to the home. The following information will be provided to the tenant at move-in and kept on file so shut valves can easily and quickly be located and provided to vendors, if necessary.

Please list the locations of each of the applicable shut offs and cleanouts below.

<p><b>WATER</b></p> <p>Main line: _____</p> <p>Irrigation: _____</p> <p>Well: _____</p> <p>Hot water heater: _____</p>	<p><b>GAS</b></p> <p>Main line: _____</p>
<p><b>SEWER/SEPTIC</b></p> <p>Cleanout(s): _____</p> <p>Backflow prevention device: _____</p>	<p><b>ELECTRICAL</b></p> <p>Main panel: _____</p> <p>Sub-panel(s): _____</p> <p>Fuses: _____</p>

**Owner(s):** My signature below confirms that I have provided the above information to the best of my knowledge and will not hold the property manager responsible for additional time required for vendors to locate shut offs in the event of an emergency.

\_\_\_\_\_  
Owner Printed Name / Signature / Date

\_\_\_\_\_  
Owner Printed Name / Signature / Date

**Tenant(s):** My signature below confirms that I have received the above information and will use the it to locate shut offs or provide this info to vendors in case of an emergency.

\_\_\_\_\_  
Tenant Printed Name / Signature / Date

\_\_\_\_\_  
Tenant Printed Name / Signature / Date