



## **MEEMIC Insurance Company**

*Insurance for Family and Friends of the Educational Community*

### MEEMIC'S INFORMATION SERIES :

## WATER DAMAGE



If you happen to obtain water damage, take the following steps to protect your home and personal belongings from further damage:

- ◆ Remove as much excess water as possible by mopping and blotting. Wipe as much water as possible from wood furniture after removal of lamps and tabletop items.
- ◆ Remove and prop up upholstery cushions for even drying (make sure there is no bleeding of color).
- ◆ Place aluminum foil or wood blocks between furniture legs and the wet floor or carpeting.
- ◆ Turn the heat up and any humidifiers off. Use as many fans and dehumidifiers as possible.
- ◆ Remove oriental rugs or other colored rugs from wet wall-to-wall carpeting.
- ◆ Open doors and drawers for complete drying (do not force open).
- ◆ Remove valuable paintings and art objects to a safe place.
- ◆ Open suitcases and luggage to dry, in sunlight if possible.
- ◆ Punch small holes in sagging ceilings to relieve trapped water. Place pans underneath to catch dripping water.
- ◆ Do not leave wet fabrics in place; dry as soon as possible. Hang furs and leather goods to dry separately at room temperature.
- ◆ Remove books, magazines or other colored items from wet carpets or floors.
- ◆ Only use vacuum specifically designed to remove water.
- ◆ Do not use any electrical appliances while standing on wet carpets or floors.
- ◆ Do not turn on any ceiling light fixtures if the ceiling is wet.