

BED BUGS 101:

A PROPERTY MANAGER'S GUIDE TO RECOGNITION AND PREVENTION

While many consider bed bugs a hospitality or multifamily issue, these pests are starting to appear in offices across the country due to frequent business travelers and employees living in apartments. Bed bugs reproduce quickly, so it's critical to detect and treat infestations early. Below are a few tips for spotting evidence of a budding bed bug problem and what you can do to help stop it.

"SPOTTING" THE SIGNS:

- Bed bugs are typically in hiding during the daytime, so it's difficult to spot them
- Look for bed bugs, cast skins or rust-colored stains they leave behind on:
 - ◆ Couches in lounge areas
 - ◆ Plush chairs in conference rooms and offices
 - ◆ Cubicle dividers
 - ◆ Bundled phone and computer wires
- Keep an eye out for potential hiding places (buckling wallpaper or carpet) or conditions that attract bed bugs like heat or moisture
- Report such issues to maintenance immediately



IF TRACES OF BED BUGS ARE FOUND:

DO NOT:

- Disturb the area further (leaving the "scene" untouched helps Orkin diagnose the problem)
- Remove any items from the area

DO:

- Communicate proactively with the affected office and other tenants in the building
- Contact Orkin immediately to inspect the infested area



IF ORKIN INSPECTION CONFIRMS BED BUGS:

- Answer questions and provide reassurance to tenants
- Cooperate with the pest management provider during inspection and treatment
- Provide tips to tenants to help them avoid taking bed bugs home such as:
 - ◆ Wash and dry clothing on the hottest setting suitable for fabrics
 - ◆ Leave briefcases and luggage in the sun (heat kills bed bugs)
 - ◆ When traveling, put your suitcase on the luggage rack



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