**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 can reproduce quickly, so it’s critical to detect introductions 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. Signs of bed bugs include live bed bugs, cast skins, fecal smears and bed bug bites.
- Look for the tiny, ink-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.
- Report signs of bed bugs to maintenance immediately.

**IF EVIDENCE OF BED BUGS IS 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 area suspected of infestation.

**IF ORKIN INSPECTION CONFIRMS BED BUGS:**

- Prepare the designated area for service according to Orkin’s Bed Bug Service Preparation Checklist, which includes:
  - Pulling furniture into center of room and turning over
  - Removing or loosening all items attached to the walls
  - Loosening carpet around the perimeter of each room