

## **LOSS CONTROL BULLETIN-PARK OWNED UNITS**

Park owned units pose a threat for serious claims if they are not maintained properly. Potential losses include fires, slip and falls, electrocutions, etc., resulting in property damage, serious bodily injury, and even death. If these claims end up in court, they can result in multi-million dollar verdicts and/or increased insurance costs.

As part of the loss prevention process, routine inspections and maintaining accurate records on each unit is the first step in identifying deficiencies. Proper documentation of corrective actions can also reduce your exposure in the event of a claim.

### **WHAT CAN YOU DO?**

The old adage “an ounce of prevention is worth a pound of cure” is certainly appropriate here. In order to prevent, or at least reduce rental unit losses you should:

- Make regular inspections of all units both interior and exterior. The inspections should also be conducted each time a new tenant moves in.
- Perform regular scheduled maintenance in a timely manner.
- Maintain a complete log of inspections and maintenance work performed.
- Maintain written records of all tenant requests and complaints and your response and resolution.

These simple procedures are an excellent means of demonstrating your concern for the safety and well being of your tenants. They may also be of assistance when or if a claim arises.

### **HOW CAN WE HELP?**

As a service we are happy to provide the attached sample form. These are examples of forms, which might be used in your inspection and maintenance activities. These items are provided as a guideline only, as there may be other items you wish to include which meet your specific circumstances. They are not meant to be all-inclusive.

If you need further assistance you may contact King Insurance (1-800-383-5224) and we will be glad to provide you with additional guidelines.

Loss prevention is your responsibility, and with proper maintenance, inspections and record keeping, you can reduce the potential for serious claims.

