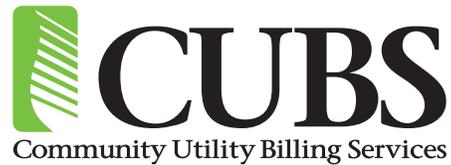


At Community Utility Billing Services, we know that conserving precious resources can save you time and money. Conserving is an easy way for you to help the environment.

Inside this brochure you'll find several simple, yet helpful ways to start saving today.

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Manage your CUBS bill online and sign up for Eco-bill. It's free, secure and easy to sign up. To learn more, visit our website at www.mycubills.com



Conservation Guide

for
**Apartment
Communities**

a division of



**4 Executive Circle, Ste 250
Irvine, CA 92614
(888) 702-CUBS(2827)
www.mycubills.com**

Kitchen

Garbage Disposal: Don't use the garbage disposal as a trash can! You will help conserve both electricity and water.

Dishwasher: Load dishes according to manufacturer's instructions. Completely fill the racks to optimize water and energy use. Use energy-saving cycles whenever possible.

Refrigerator: Keep the temperature between 36° - 42°F. Check the seal on the door gasket by closing it on a piece of paper. You should not be able to easily remove the paper. Clean under the fridge on a regular basis to avoid dust build-up around the motor and fan.

Range: Account for 6% of the natural used in your home. Check and clean the burners frequently. Allowing them to become blocked with food and ash reduces their efficiency. A blue flame indicates good combustion in the burner. If the flame is yellow, there is a problem with combustion and you may need to have the appliance serviced by a professional.

Oven: Preheat the oven only long enough to reach the target temperature. Excessive preheating wastes gas. Use a toaster oven for smaller meals. They use much less energy than the regular oven.

Water: Wash your fruits and vegetables in a pan or bowl rather than in running water. Place a bucket in the shower to capture water while you are waiting for it to reach optimal temperature. Reuse the water you collect for houseplants.



GENERAL ENERGY CONSERVATION TIPS

Windows: Make sure windows and doors close properly to avoid losing valuable heating or air conditioning. This also applies during the day for air conditioning in warm climates

Lighting: Turn off lights when not in use. Lighting is responsible for approximately 11% of a home energy bill. By turning off lights you don't need, you'll begin saving right away.

Vents: Close vents in unused spaces or rooms.

Thermostat: For each degree you turn down the thermostat in winter, you'll save up to 5% on heating costs.

Faucets: Leaky faucets and plumbing joints can lose up to 20 gallons per day. Report and have any leaks fixed immediately. Turn off the water while brushing your teeth and save 25 gallons a month.

Appliances: Turn off and unplug all non-essential appliances. Some devices draw small amounts of power while plugged in, even when not in use.

Bathroom

Shower: Shortening a shower by one or two minutes can save up to 150 gallons per month.

Bath: Baths use up to 50 gallons of water. A 5 minute shower only uses 20 gallons of water, even with an unrestricted showerhead. If you upgrade to a low-flow showerhead, you can reduce this number to less than 10 gallons of water for a 5 minute shower.

Exhaust fan: Turn off the bathroom exhaust fan when the heating or air-conditioning is in use.

Shaving: Use an electric shaver or fill the sink with a little water to rinse your razor instead of rinsing in running water.

Toilets: Toilet leaks lose up to 200 gallons of water per day. Don't use the toilet as an ashtray or wastebasket. Every time you flush, five to seven gallons of water is wasted.

Laundry

Washer:

- Only run washer when it is full. This can save up to 500 gallons per month
- Match the water level to the load size
- Rinse in cold water to reduce your energy use by 75%

Dryer:

- Line dry clothes whenever you can
- Clean the lint trap after each use
- Dry 2 or more loads in a row to take advantage of the heat