# Tenant Pest Documentation & Notice Log

Evidence-based Integrated Pest Management (IPM) | Non-commercial educational printout

**Purpose & Habitability Standard:**

A formal, dated worksheet to document pest sightings, moisture issues, and communications with property management to ensure compliance with local housing habitability codes.

## 1. Step-by-Step Documentation Protocol

- [ ] Log every sighting with exact calendar date, time of day, and specific room or cabinet.
- [ ] Take clear, well-lit digital photographs showing the pest or evidence next to a coin for scale.
- [ ] Save insect specimens in a sealed clear plastic bag or on a clear tape strip for identification.
- [ ] Submit maintenance requests in writing via certified mail or your tenant portal with timestamp.
- [ ] Keep copies of all submitted written notices, emails, inspection logs, and landlord responses.

## 2. Blank Observation Log Table

| Date/Time | Room/Area | Pest / Evidence Observed | Environmental Leaks | Landlord Notified |
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## 3. Critical Tenant Cautions

- [ ] Do NOT use OTC aerosol foggers or bug bombs; they spread infestations into adjacent units.
- [ ] Do NOT apply loose chemical dusts into electrical outlets or open wall cavities.
- [ ] Allow licensed exterminators full access to rooms when building-wide treatments are scheduled.