

# Pest Problem Report

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Date: \_\_\_\_\_ To: **Ray Erickson**, Facilities Manager

From: \_\_\_\_\_ Subject: Pest Problem Report

Date and time witnessed problem: \_\_\_\_\_

Location (Building name/Room #/name/outdoor area): \_\_\_\_\_

I have seen either pests or signs of pest activity as checked below:

## Insect and spider pests:

- Ants
- Flies
- Lice
- Fleas
- Spiders
- Cockroaches
- Termites
- Firebrats, silverfish, & booklice
- Pantry pests: adult moths, larvae in foodstuffs
- Wasps, hornets, or bees
- Spider webs
- Droppings
- Damaged wood
- Mud tunnels
- Piles of wings near windows
- Frass: Debris or excrement produced by insects; for example, chewed wood debris from carpenter ants. Includes suspicious piles of fine dust or powder.
- Wasp mud or paper nests
- Eggs and egg sacs
- Silk shelters and cocoons
- Holes in fabric

## Mice and other rodents:

- Droppings
- Urine stains
- Tracks (in dust or soft, moist soil)
- Gnawing damage
- Burrows next to walls around the exterior of structure
- "Runways" (areas where rodents frequently run, usually along walls, where there is an absence of dust or dirt)
- Grease marks along walls next to runways (from oil and dirt on rodent fur)
- Live rodents
- Dead rodent (please call immediately!)
- Rodent odors (especially mice); strong odor if dead