Fan Apartments, Inc.

P.O. Box 5541

Richmond, VA 23220

# Phone: (804) 358-4784 Fax: (804) 359-3385

Maintenance: fanmaintenance@aol.com

# **How to Reset a Tripped Circuit Breaker**

When a [circuit breaker](http://homerepair.about.com/od/termsaf/g/circuit_breaker.htm) turns off or ["trips"](http://homerepair.about.com/od/termsst/g/tripped.htm) what do you do? This flyer will walk you through the steps of how to reset a circuit breaker. NOTE: If it trips again, you need to find out the root cause of the problem because something is overloading your circuit or creating a short circuit. Contact our Maintenance in writing by email, fax or mail.

1.  The first step is to go the electrical service panel which is **usually located on the rear of the building, side of the building or the basement. The electrical box for you apartment may be marked on the box.**

2.  The next step is to identify the [tripped circuit breaker.](http://homerepair.about.com/od/termsst/g/tripped.htm)

* The tripped breaker will not be fully in the "On" position but rather in the "Off" position or somewhere in between.
* To make visual identification easier, some breakers show red by the handle when tripped.

3.  Resetting the breaker is easy.

* To reset the breaker, just push the lever all the way to the "Off" position and then back fully to the "On" position.
* You will hear it click as it snaps into the "On" position.
* If the breaker trips again, you need to determine the reason for the overcurrent condition and correct the root cause of the problem. The breaker may be tripping due to excessive amperage in the circuit or may be shorting out. ***Contact our Maintenance department by email, fax or mail.***

