Water conservation in the home...

1. Check faucets and pipes for leaks

A small drip from a worn faucet washer can waste 20 gallons of water per day. Larger leaks can waste hundreds of gallons.

2. Don't use the toilet as an ashtray or wastebasket

Every time you flush a cigarette butt, facial tissue or other small bit of trash, five to seven gallons of water is wasted.

3. Check your toilets for leaks

Put a little food coloring in your toilet tank. If, without flushing, the color begins to appear in the bowl within 30 minutes, you have a leak that should be repaired immediately. Most replacement parts are inexpensive and easy to install.

4. Install water-saving shower heads and lowflow faucet aerators

5. Insulate your water pipes.

It's easy and inexpensive to insulate your water pipes with pre-slit foam pipe insulation. You'll get hot water faster plus avoid wasting water while it heats up.

6. Take shorter showers.

One way to cut down on water use is to turn off the shower after soaping up, then turn it back on to rinse. A four-minute shower uses approximately 20 to 40 gallons of water.

7. Turn off the water after you wet your toothbrush

There is no need to keep the water running while brushing your teeth. Just wet your brush and fill a glass for mouth rinsing.

8. Rinse your razor in the sink

Fill the sink with a few inches of warm water. This will rinse your razor just as well as running water, with far less waste of water.

9. Use your dishwasher and clothes washer for only full loads

Automatic dishwashers and clothes washers should be fully loaded for optimum water conservation.

10. When washing dishes by hand, don't leave the water running for rinsing

Water conservation in the yard and garden...

1. Plant drought-resistant lawns, shrubs and plants

2. Put a layer of mulch around trees and plants

3. Don't water the gutter

Position your sprinklers so water lands on the lawn or garden, not on paved areas. Also, avoid watering on windy days.

4. Water your lawn only when it needs it

A good way to see if your lawn needs watering is to step on the grass. If it springs back up when you move, it doesn't need water. If it stays flat, the lawn is ready for watering.

5. Water during the early parts of the day; avoid watering when it's windy

Early watering, and late watering, reduce water loss to evaporation. Try not to water when it's windy - wind can blow sprinklers off target and speed evaporation.

6. Don't run the hose while washing your car Clean the car using a pail of soapy water. Use the hose only for rinsing - this simple practice can save as much as 150 gallons when washing a car.

7. Check for leaks in pipes, hoses, faucets and couplings

Leaks outside the house may not seem as bad since they're not as visible. But they can be just as wasteful as leaks indoors. Check frequently to keep them drip-free.