

# HOME MAINTENANCE CHECKLIST



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# PREVENT DUST & CLEAN OUT HEAT VENTS



Heat vents left unchecked can circulate dust around the home and reduce air quality over time. To clean out the heat vents:

- 1. Turn off the power connected to the heating and air conditioning system.
- 2. Unscrew the air duct covers or grilles from the walls. Use your brush to clean the grates thoroughly.
- 3. Vacuum the ducts as much as possible. Consider renting a heavy duty vacuum for this purpose

# ATTIC RAIN PREVENTION



During long cold spells or “cold snaps,” when it shifts from cold to warm you can reduce the amount of attic frost by managing your indoor humidity and turning down the humidifier.

Use your ventilation fans continuously to reduce condensation on the interior surfaces of windows in your home. Keep window coverings up and continuously run your bathroom fans before and after showers to reduce your chances of attic rain from occurring.

# KEEP KITCHEN FAN WORKING & CHANGE RANGE HOOD FILTER



Make sure to change your range hood filters at least once or twice a year, and more often if you cook a lot of greasy or oily food.

Swapping out these filters will ensure that your hood works efficiently, and doesn't get clogged or damaged.

# BOOK AN HVAC MAINTENANCE CHECK



Prevent future HVAC issues and book your HVAC tune-up now. These are some of the areas a good HVAC tune-up will cover:

- Checking and clearing a clogged vent system
- Cleaning and replacing water in the hot water tank
- Cleaning dirty evaporator or condenser coils
- Checking and correcting gas pressure
- Checking and flushing out drain lines
- Cleaning or replacing filters

# PREVENT MOLD & RECAULK/REGROUT YOUR TUB, SHOWERS, AND BATHROOM



Whether you have grout or caulk as a filler between your tiles in the bathroom, it will exhibit signs of wear and tear over time. If you notice any crumbling, peeling, or mildew, it's probably time for a touch-up.

You can attack moldy grout or caulk with a bleach solution as a quick fix to tie you over for awhile, but if you need to replace the grout completely, it's worth it to prevent future issues!

# CHANGE WATER FILTERS



Make sure to get a fresh start on all of your filters. If your heat is running a lot, you want to change those filters especially.

Also take the time to change any water filters if your fridge has a water dispenser. Usually this will speed up the water and improve the water pressure, too!

# CREATE A HOME INVENTORY FOR INSURANCE



Make a list of the items you'd want your insurance company to know about in the case of any emergencies.

Don't forget to add any big-ticket items you got over the holidays.

This is a great opportunity to take full stock of all the items in your home!

# REPLACE BATTERIES IN SMOKE AND CARBON MONOXIDE DETECTORS



Twice a year, change the batteries in each detector.

To be safe, you should have at least one of each type of detector on each level of your home. If you're prone to forget this task, change the batteries when you change your clocks for daylight savings time.

Don't rely on the automatic beeping to tell you when to change the batteries. After replacement, be sure to hold the test button down for 15-20 seconds after changing, so you can hear whether or not the battery is faulty.

# PREVENT MOLD & CLEAN EXHAUST FANS



Fans in your home help clean out smells and moisture, but if they can't do their job efficiently, you run the risk of growing mold in your home.

Take the time to remove and clean your bathroom and kitchen exhaust fans. This'll keep the hardware running smoothly, moisture out of your home, and dust out of the air.

# INCREASE ENERGY EFFICIENCY & RECAULK WINDOWS



Prevent drafts, keep your energy costs low, and your home comfortable by replacing missing caulk.

Remove any cracked, dry or otherwise damaged caulk with a sharp knife and replace it with a fresh bead of caulk.

Applying an insulating film to your windows can further reduce drafts and increase efficiency.

# INSTALL A NEW THERMOSTAT



A programmable thermostat is a big step toward energy efficiency, and it's easy to install:

Turn off the breaker to your furnace and air conditioner, then remove the old thermostat, leaving the wires in place.

The number of wires (two or four) will help determine which type of thermostat you should buy to replace it. Nest thermostats in particular make it easy to regulate and monitor your temperature.

# REPLACE LEAKY FAUCETS



Replacing a faucet might sound impressive, but it's easier than you think. Choose a new fixture that requires holes in the same locations as the old faucet to ensure that it will fit properly on the sink.

Before working under the sink, snap a picture so you know how to put everything back together. Shut off the water, drain the faucet, then follow the manufacturer's instructions.

# STEAM CLEAN CARPETS



Use a steam cleaner once or twice a year to breathe life back into your carpet, making it look fluffy and smell fresh.

Steam cleaners loosen up any embedded soil or other deposits along with extract them. Give your carpet time to dry before walking over it again. You can rent a steam cleaner, or hire a professional.

# THANK YOU!

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I HOPE THIS GUIDE SERVES YOU WELL. THE HOME BUYING PROCESS CAN BE OVERWHELMING, AND WE ARE IN THIS TOGETHER. LET ME KNOW IF YOU NEED HELP OR HAVE ANY QUESTIONS!



## CONTACT

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