

FALL

SEASONAL CHECKLIST

Each season, it's a good idea to take a look around your home and perform the maintenance needed to keep everything looking great and working well. Typically, it's best to do this on a month-by-month basis, so we have provided some seasonal checklists that can help.

SEPTEMBER

- Check exterior finishes [siding, trim] & eaves-troughs to ensure they are secure; check exterior brick mortar joint & voids [repaint if necessary]
- Check movement of garage doors & lubricate moving parts as needed
- Check caulking for soundness, cracking, detachment & signs of water or air penetration [remove & replace with appropriate type of caulking if necessary]
- Check fireplace & chimney dampers; service or clean if needed
- Have furnace/heating system serviced including heat recovery ventilator & humidifier
- Check sump pump, float & discharge line & test overall operation
- Check clothes dryer vent & remove lint & obstructions
- Test smoke alarms & carbon monoxide detectors

OCTOBER

- Check eaves-troughs & downspouts & remove leaves & other debris
- Shut off exterior water supply & drain water lines
- Install winter cover for air conditioning unit
- Check roofing & flashing for signs of wear or damage
- Check septic tank system fluid/solid levels & pump out if needed; check for erosion/water pooling around septic field
- Check caulking for soundness, cracking, detachment & signs of water or air penetration [remove & replace with appropriate type of caulking if necessary]
- Winterize landscaping
- Check & reset ground fault circuit interrupter [GFCI] (e.g. exterior outlets, bathrooms or at main electrical panel)
- Test smoke alarms & carbon monoxide detectors

NOVEMBER

- Check attic for signs of moisture & even distribution of insulation
- Inspect floor drains to ensure traps are filled with mineral oil (to reduce evaporation of the water seal)
- Clean or replace furnace filter
- Check/clean heat recovery ventilator [HRV]; wash or replace filter
- Clean the mechanisms of the humidifiers
- Check for condensation & humidity
- Clean & test all exhaust fans; lubricate if necessary
- Test smoke alarms & carbon monoxide detectors

FOR ADDITIONAL QUESTIONS PLEASE CONTACT YOUR CUSTOMER CARE COORDINATOR
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