



Home Maintenance Guidelines*

Checklist - Every 3 Months*

1. **Faucets:**
 - a. Clean aerators.
 - b. Unscrew, disassemble and wash out debris.
 - c. Fix leaky faucets promptly; a leak wastes up to 20 gallons of water a day and can ruin a faucet.
 - d. Hire a plumbing pro to replace older faucets with new ones with washer-less valve cartridges instead of rubber washers.
2. **Tub Drain Assembly:**
 - a. Clean out debris; inspect rubber seal and replace if necessary.
3. **Floor Drain Strainer:**
 - a. Clean out debris and scrub strainer. Hire a contractor to replace the strainer if it is in poor condition.
4. **Dishwasher:**
 - a. Have a service professional clean the strainer, spray arm and air gap (located on sink).
5. **Hot Water Heater:**
 - a. Check to make sure no combustibles have been set near the water heater.
 - b. Keep your water heater in peak form by draining a quart of water from the tank four times a year-this takes less effort than having to turn off the power source and flushing it out entirely twice a year.
 - c. If you detect a leak, it usually means rusting through the bottom of the storage tank. You'll probably benefit from hiring a pro to replace it with a more energy efficient model.
6. **Pest Control:**
 - a. Perform seasonal pest control quarterly.
 - b. Consider hiring a pest control service to protect your home and family from insects, vermin and termites damage to your property.
7. **Wall Furnace:**
 - a. Clean grills
 - b. Clean or replace filter.
 - c. For more serious repairs, do not hesitate to contact a pro.

** Please note that this is a generalized maintenance guideline only and is generic in nature. It is not intended to include all maintenance requirements for your home, but to be a starting point for your own personalized maintenance plan. ALWAYS strictly follow the Manufacturer's suggested maintenance procedures. We suggest that you hire professionals licensed in their field to perform your maintenance work at your home.*