



A QUALICO Company



# IMPORTANT FALL MAINTENANCE CHECKLIST

## EXTERIOR

1. Test your sump pump, then remove your exterior sump discharge hose.
2. Inspect and clear exterior vents to ensure there are no blockages.
3. Cover your air conditioner to prevent snow and ice build-up. Shut off power to AC unit.
4. Clean gutters and downspouts and ensure that splash blocks drain away from the house.
5. Drain and turn off sprinkler system
6. Shut off and drain garden water valve located in the basement to prevent frozen pipes.
7. Remove garden hoses from exterior faucets including quick connect fittings to prevent water line breaks.
8. Inspect roof for missing or damaged shingles, loose fascia, eavestroughs, and downspouts.
9. Inspect exhaust and intake vents and pipes for ice or snow build-up or other debris.
10. Clean your HRV as per manufacturer's instructions.
11. Replace burnt-out light bulbs and hang holiday lights.

## FIRE PREVENTION and PLAN

1. Vacuum and clean clothing dryer vents. A build-up of lint can cause fires and reduce efficiency of your dryer.
2. Operate fireplace to burn off dust. Open windows as required.
3. Review your escape fire plan with family.
4. Check expiry date on fire extinguishers and replace if necessary. Replace every 5 years.

## INTERIOR

1. Adjust or replace weather-stripping on exterior doors as needed.
2. Clean window sills so windows can close tightly. Caulk and replace weather-stripping as needed.
3. Check overhead garage door, tighten bolts as needed and lubricate springs with approved oil.
4. Adjust registers and confirm that all registers are clear of furniture and draperies.
5. Test, clean, and change batteries for smoke/ carbon monoxide detectors.
6. Remove interior screens from windows to allow air movement and prevent condensation build-up.
7. Have heating system checked and cleaned by a licensed contractor.
8. Have air ducts cleaned.
9. Change your furnace filter and clean or replace humidifier filter.
10. Drain sediment from hot water tank (follow manual).

## YARD and GARDEN

1. Cut your grass on a low setting and be sure to not overwater to prevent voles.
2. Drain hoses.
3. Fertilize your lawn and trim shrubs.
4. Cover young trees/shrubs for winter.
5. Cut back perennials and mulch around base. Plant spring bulbs.
6. Fill backfill soils of foundation, concrete slabs, and yard to maintain drainage.
7. Store outdoor furniture.
8. Ready snow removal equipment.