



Winter Maintenance Reminders

- Exterior
 - All Sidewalks, Driveways, Walkways must always be kept clear of snow and ice. Please read Landscaping/Snow/Trash Violations for more info.
 - Gutters must be clean to prevent ice dams. Dams can tear off gutters, loosen shingles, and cause water to back up and pour into your house.
- Heat
 - Test your heat now! It's always better to learn about any issues ahead of time instead of discovering a winter maintenance problem in your apartment when the cold temperatures set in.
 - When was the last time you changed the batteries in your thermostat and filter in your furnace?
 - Stay warm and save money: keeping a few things in mind when it comes to turning on the heat can have a dramatic impact on your monthly bill.
 - Experts say you can save up to 10 percent on your yearly heating expenses by turning down the thermostat just 7-10 degrees for approximately eight hours per day, like while you're at work or while you're sleeping.
 - Ceiling fans are an excellent tool to help distribute heat evenly. switch blades to spin clockwise, which will push warm air down into a room.
 - Close unused vents: Rooms that don't need to be heated can be sealed off so the heat gets redirected to occupied parts of the home.
 - Let the sun in during the same but close the curtains at night.
 - Unused Windows and doors, especially in older homes, are a major source of drafts and heat loss. Insulate your windows/doors in winter by sealing the frame with clear plastic cling wrap. Window film is cheap, easy to apply, easy to remove in spring, and can be found at any home improvement store or online.
- Water Lines – to prevent water lines from freezing and bursting during cold weather.
 - Allow water to trickle, especially at night when the temperatures drop.
 - Disconnect all garden hoses from outside faucets.
 - Always know where your water main is in case you need to shut it off in emergencies.
 - Open all cabinet doors to allow warm air to circulate and warm the pipes.
 - Leave the heat on in rooms with plumbing, set to at least 55 degrees.
 - Sprinkler systems should be shut off and drained.
- **Vacation: You are still responsible for the property while you are away.**
 - **Have somebody ready to take care of the snow/ice if needed.**
 - **Keep heat set at 60 degrees and open all cabinet doors prevent any from freezing.**

Please contact us with any questions or concerns.
SherzPM