

Summer Reach Homeowners Maintenance and Repair Support Club

Spring Checklist

April-May are the perfect months to get your home in shape. Here is a suggested checklist: *(Refer to the Maintenance Guide for details).*

INTERIOR

- ☐ **Look for moisture in basement**
- ☐ **Replace HVAC air filter; replace every 3 months** *(Guide, page 8)*
- ☐ **Have the air-conditioning system inspected by a certified technician** *(Guide Page 8)*
 - *Don't forget to remove cover from compressor (outside unit)*
- ☐ **Consider getting water heater professionally checked** *(Guide, page 13)*
- ☐ **Purify furnace drain pipe, furnace & water heater pumps** *(page 8)*
- ☐ **Clean dehumidifier filter, hose, bucket** *(Guide page 5)*
- ☐ **Check & replace batteries for the following (Note: test units if required)**
 - *Smoke/CO detectors in house & garage (Guide page 4)*
 - *thermostats (Guide page 12)*
 - *all clocks, flashlights and remotes*
- ☐ **Check radon meter** *(page 11)*
- ☐ **Check refrigerator water filter; (usually display on unit will notify you)**
- ☐ **Inspect dishwasher, clean the waste filter** *(page 15)*
- ☐ **Degrease stove vent hood screens** *(page 15)*
- ☐ **Clean faucet aerators** *(page 16)*
- ☐ **Inspect washing machine hoses for cracks, leaks**
- ☐ **Inspect dryer vent for lint buildup**
 - *RGR to arrange for exterior cleaning with owner option for interior*
- ☐ **Inspect door handles/locks, lubricate if necessary** *(Harvey FAQs)*
- ☐ **Review Power Outage suggestions, replenish your kit** *(page 10)*
- ☐ **Consider getting air ducts cleaned** *(vendor list page 20-21)*

EXTERIOR (*most of these tasks should be handled by RGR or a vendor*)

- ☐ **Inspect garage doors - lubricate door & springs** (*guide page 9*)
- ☐ **Check/replace garage door keypad & remote batteries** (*guide page 9*)
- ☐ **Turn outside faucets back on, test for leaks**
- ☐ **Clean debris away from window wells and foundation vents**
- ☐ **Visually inspect exterior, submit maintenance requests to RGR**
 - *Vinyl siding, decks, railings, steps, window sills, roof shingles, gutters, drainspouts*
 - *Bushes, plants, trees, sprinkler heads for winter damage & being too close to siding*
- ☐ **Visually inspect exterior, contact local representative** (*vendor list page 20-21*)
 - *Doors, windows & screens for broken parts, clouding, cracks, and leaks*