

## Summer Maintenance Checklist

**Weather Defense Systems Service** includes service to the roof, gutters, downspouts, and rainwater drainage systems of the home. Home Benefits: Improved durability, structural longevity/damage avoidance and fire risk reduction.

### ROOF

- Inspect for damaged areas. Recommend repairs as needed.
  - Remove loose debris. Recommend treatment to remove heavy or impacted debris.
  - Trim small tree limbs from any contact with the roof. Recommend tree surgeon if necessary.
  - Recommend moss killer as needed.
  - Inspect chimney, flue liner, spark-arrestor, cap and flashing. Recommend repairs as needed.
- Note to Client: See **VISIT ACTIVITY REPORT**

### GUTTERS and DOWNSPOUTS

- Clean out loose debris from gutters
  - Inspect for rust, leaks and standing water. Recommend repairs as needed.
  - Adjust or reset any splash blocks to slope away from the house.
  - Flush out downspouts to determine free flow.
  - Inspect and clean gutter protection if applicable. Recommend RainTube® as needed.
  - Check for loose downspout hangars and connections. Recommend repairs as needed.
- Note to Client: See **VISIT ACTIVITY REPORT**

### STRUCTURE

- Check exterior siding and trim for gaps, holes and damage. Touch-up caulking as needed. Recommend repairs as needed.
  - Check wood siding, framing and trim for soil contact. Recommend re-grading as necessary.
- Note to Client: See **VISIT ACTIVITY REPORT**

**Environment Systems Service** includes service to the fireplaces, furnaces, air conditioners, air distribution systems, ventilation systems and hot water systems of the home. Home Benefits: Efficient operation, energy conservation, safety/health.

### FURNACE AND A/C

- Check filters and clean or replace as needed.
- Note to Client: See **VISIT ACTIVITY REPORT**

**FIREPLACES** \_\_\_ # OF UNITS CHECKED AND SERVICED

- Inspect flue and firebox for creosote and debris. Recommend cleaning as needed.
- Operate the damper. Lubricate as needed.
- Check for leaks and operation of log lighter.
- Lubricate glass door hinges and screen.
- Remove ashes if requested.
- Turn off gas valve if requested.

Note to Client: See **VISIT ACTIVITY REPORT**

**WATER HEATER** \_\_\_ # OF UNITS CHECKED AND SERVICED

- Inspect for rust or leaks at nipples, in burner chamber and at drain. Recommend replacement as needed.
- Check flue where accessible.
- Check the straps are secure. Tighten as needed.
- Check and tighten bond wire as needed.
- Recommend replacing any stock drain valve with larger sized ball-cock valve for better cleaning.
- Drain 5 to 10 gallons of water to remove loose sediment.
- If unit is more that 10 years old recommend replacing.

Note to Client: See **VISIT ACTIVITY REPORT**

**Coverings/Cosmetic Services** include inspections of the paint, flooring, countertops, cabinetry, tile, and other finishes of the home. Home Benefits: durability, resource conservation, safety.

**FLOORING**

- Note any staining, wear, squeaks or damage to any flooring. Recommend repairs as needed.
- Check for cracks, missing grout or loose sections of tile flooring. Recommend repairs as needed.
- Inspect for separating seams, soft areas (especially around showers and toilets) and staining on vinyl floors and carpets. Recommend repairs as needed.

Note to Client: See **VISIT ACTIVITY REPORT**

**TILE AND STONE**

- Inspect stone and tile and recommend sealer or repairs as needed.
- Inspect caulking around fixtures and reapply to fill minor cosmetic separations. Caulking should not be relied upon to prevent leaks. At major gaps recommend repairs.
- Inspect grout and recommend repairs if needed.

Note to Client: See **VISIT ACTIVITY REPORT**

**CABINET FINISHES AND APPEARANCE**

- Inspect doors for warping and loose joinery.
- Check doors and faces for water staining.
- Inspect solid surface counters for damage. Recommend repair as need.

Note to Client: See **VISIT ACTIVITY REPORT**