



# General Home Maintenance

Preventative maintenance is the key to successful home ownership. This information is meant to help you to maintain your house properly which should help to prevent future premature repairs and replacements. By providing regular inspections during the course of the year, you will be able to detect problem areas before they get out of hand.

## I. FOUNDATIONS

The following are recommendations for the prevention of future deterioration and damage to the foundation and structure.

- To prevent moisture infiltration, maintain proper positive drainage around the perimeter of the home so that surface water flows away from the home and foundation.
- Seal, tuck-point and repair any cracks and deterioration in exterior veneer by using good grade caulking or epoxy.
- Check underground duct system for water or moisture especially after wet weather periods.
- Place a proper guttering system around your home and be sure to place splash blocks under the down spouts that discharge onto the grass or dirt to prevent the erosion of the ground close to the foundation.
- Consider hiring a registered professional engineer if there are unusual signs of cracks or movements.

## II. ROOFS & GUTTERS

To prevent leaks or decaying problems check the following items:

- Look for damaged, loose or missing shingles.
- Check flashing around roof stacks, vents, skylights and chimneys.
- Cut back tree limbs growing on or over the roof.
- Check interior areas for signs of leaks.
- Check misaligned or damaged gutters.
- Remove obstructions from down spouts
- Extend down spouts 3-4 feet from foundation and place splash blocks under all down spouts.
- Consider hiring a professional contractor or roofer to do any major repairs

### **III. DOORS AND WINDOWS**

To prevent air and weather penetration problems check the following:

- Check the caulking around all windows, doors, corner boards and joints for deterioration and replace as needed.
- Check weather-stripping on all doors to function properly.

### **IV. HEATING AND COOLING**

To maintain comfort, efficiency, energy conservation and safety check the following.

- Change or clean furnace filters monthly.
- Ducts and registers: vacuum out all dirt, debris and dust. Consider hiring a professional to clean the duct system.
- For maximum efficiency the air conditioning systems should be professionally serviced on an annual basis.
- The outside compressors must breath freely at all times so keep the area clear of debris or restrictions.
- Consider hiring a licensed heating and air contractor to repair hot water heaters, air conditioners or furnaces.

### **V. ELECTRICAL**

To aid in safe electrical effectiveness check the following:

- Check all exterior wiring, outlets and switches for deterioration and proper covers.
- Locate electrical panel box and, if applicable, have fuses on hand.
- Monitor the performance and condition of lamps, cords, extension cords and plugs. Replace or repair when damaged.
- Consider hiring a licensed electrician for your own safety and to insure work is done to meet local city codes. If the wiring is old (such as knob and tube) contact a licensed electrician for a safety inspection.

### **VI. PLUMBING**

For effective performance and preventive maintenance check the following:

- Locate the main water shut off valve.
- Check faucets and valves for signs of leakage under sinks in accessible areas.
- Keep garage doors closed in the wintertime as much as possible to prevent freezing.
- Use hot water heater blankets and use insulation to wrap exposed water lines.
- In the fall drain sprinklers and any exterior water lines.
- Close all exterior shutoff valves before cold weather.