

Fall Maintenance

CHECKLIST



EXTERIOR



CLEAN GUTTERS AND DOWNSPOUTS

Remove leaves and debris for gutters and downspouts to avoid buildup.



INSPECT ROOF

Check your roof for signs of damage, and repair as required.



TRIM TREES & RAKE LEAVES

Tree branches can cause severe damage during a storm, so trim your trees. Rake fallen leaves to avoid grass suffocation.



DRAIN OUTDOOR FAUCETS

To prevent frozen pipes, drain the water line and remove hoses.



STORE AC UNIT

To prevent weather damage, cover your AC unit. If your rental has a window AC unit, remove it and place in storage.



INSPECT EXTERIOR

Inspect exterior foundation and concrete for cracks, and repair as required.



ANIMAL-PROOF EXTERIOR

Close any openings that could allow animals a point of entry to your property.



SEASONAL INSPECTION

As the season changes, visit your property and tenants for a routine inspection.

Ensure tenants are adhering to their lease agreement, and answer any questions.

INTERIOR



REGULATE THE THERMOSTAT

Set a comfortable temperature to save energy while still keeping the property warm.



CLEAN AIR VENTS

Inspect forced air vents on your property (gas/propane appliances, dryer), and clear any obstructions.



TEST DETECTORS

Test smoke and carbon monoxide detectors, and replace their batteries.



INSPECT FIREPLACE

Clean the fireplace of dust and debris, and inspect the chimney. Ensure tenants are aware of proper usage.



SEAL WINDOWS AND DOORS

Caulk windows and weather strip doors as necessary to keep cooler air out.



INSPECT FURNACE

Hire a professional to inspect your furnace, and replace or clean the filter.

IF THE PROPERTY IS LOCATED IN AN AREA WITH A WINTER CLIMATE:

1. Prepare your tenants by providing them with snow removal tools and direction as to how and where to clear snow.
2. If your snow removal is done by professionals, order service for the winter season and confirm contract details.