

FALL MAINTENANCE CHECKLIST



EXTERIOR MAINTENANCE

1. Gutters and Downspouts: Clean out leaves and debris to ensure proper drainage.
2. Roof: Inspect for damaged or missing shingles, and report any issues to the landlord.
3. Windows and Doors: Check for drafts and seal gaps with weatherstripping or caulking if necessary.
4. Sidewalks and Driveways: Report any cracks or hazards to the landlord for repair.
5. Exterior Lights: Replace any burnt-out bulbs for safety and security.

HEATING AND INSULATION

1. Heating System: Change HVAC filters and ensure the heating system is in working order.
2. Insulation: Check for drafts around windows and doors; report any issues to the landlord.

YARD AND LANDSCAPE

1. Lawn Care: Rake leaves, trim overgrown bushes, and report any major landscaping concerns.
2. Outdoor Furniture: Store or cover outdoor furniture to protect it from the elements.
3. Winterize Garden Hoses: Disconnect and store garden hoses to prevent freezing.
4. Tree Branches: Trim any branches that may pose a hazard during winter storms.

SAFETY CHECKS

1. Smoke and Carbon Monoxide Detectors: Test and replace batteries as needed, and report any malfunction to the landlord.
 2. Fire Extinguishers: Ensure they are fully charged and easily accessible.
 3. Emergency Kit: Assemble an emergency kit with essentials like flashlights, batteries, and non-perishable food items.
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INTERIOR MAINTENANCE

1. Clean and Declutter: Tidy up living spaces and storage areas, disposing of unnecessary items.
2. HVAC Vents: Vacuum or clean vents to improve indoor air quality.
3. Appliance Maintenance: Clean appliances, including the stove, refrigerator, and dishwasher.
4. Drafts: Use draft stoppers or weatherstripping to seal gaps around windows and doors.
5. Leaks and Plumbing: Check for and report any leaks or plumbing issues to the landlord.
6. Furnace and Fireplace: Schedule a professional inspection and cleaning if applicable.

GENERAL TIPS

1. Communication: Report any maintenance concerns promptly to the landlord or property management.
2. Insurance: Consider renter's insurance to protect your belongings in case of unforeseen events.

WINTER PREPARATION

1. Insulate Pipes: Insulate exposed pipes to prevent freezing in cold weather.
2. Thermostat Settings: Adjust the thermostat for energy efficiency and to prevent freezing pipes.
3. Emergency Contacts: Keep a list of emergency contacts, including the landlord, handy in case of issues.



Remember to prioritize safety and to consult your lease agreement for any specific responsibilities or requirements related to property maintenance.