



Home Maintenance Guidelines*

Checklist - Every Two Years*

1) **Air Ducts:**

- a) Consider having the air ducts in your home cleaned if family members suffer excessively from respiratory infections asthma or allergies, there is visible mold growth inside ducts or on other components of your heating and cooling system, the ducts are infested with insects or rodents or excessive amounts of dust and debris and/or particles are actually released into the home from your supply registers.

2) **Carbon Monoxide Detector:**

- a) Change sensor element.

3) **Decks and Porches:**

- a) If they're professionally cleaned, sealed and maintained, it should only be necessary to refinish and/or stain your wooden decks every two or three years.
- b) It is important that surfaces be thoroughly cleaned and dried before adding another coat of stain or protective finish.
- c) Remove mold and mildew, fungus, tree sap, grease and bird droppings from exterior wood with the appropriate commercial deck cleaner (or homemade mixture) and a stiff brushed broom.
- d) Use care and follow manufacturers' directions when using these products, wear eye protection, long pants, long sleeves and gloves, cover surrounding vegetation with plastic, and rinse well.

4) **Tile, Natural Stone and Grout:**

- a) Have your grout professionally sealed every one to three years in medium to heavy-use areas and every three to five years in lightly used areas.

5) **Septic Tank:**

- a) Have the septic tank cleaned and pumped.

** Please note that this is a generalized maintenance guideline only and is generic in nature. It is not intended to include all maintenance requirements for your home, but to be a starting point for your own personalized maintenance plan. ALWAYS strictly follow the Manufacturer's suggested maintenance procedures. We suggest that you hire professionals licensed in their field to perform your maintenance work at your home.*