

As spring approaches and the weather warms, it's important to prepare your projects for the upcoming seasons. Here are some maintenance tasks to help you get ready.

## GETTING YOUR PROJECTS READY FOR SPRING

- ☐ Review the perimeter of the foundation; it is important to keep snow build up away from the foundation, remove if necessary
- ☐ Clear windows wells of debris, snow, and ice that may affect the drainage system
- ☐ Start to organize your winter heat equipment, prepare a storage area or start to plan for pick up
- ☐ Be mindful of your fuel supply, you will not want to be stuck with a large tank at the end of the season
- ☐ Ensure eavestroughs and downspouts are installed where possible, and make sure down spouts are pointing away from your foundation
- ☐ Ensure your sump pump is operating properly and discharging water away from the foundation
- ☐ Start to organize your seasonal work that was delayed during winter construction, including service work

## SPEC & SHOWHOMES

- ☐ Schedule a spring window clean
- ☐ Prepare your landscaping maintenance agreements or plans
- ☐ Schedule your team to turn on your exterior water supply and review your sprinkler schedules
- ☐ Schedule someone to remove the outside air-conditioning cover and ensure the power is turned on for your sales team when they are ready for it
- ☐ Review, clean or change filters where applicable, furnace, HRV, humidifier, over the range vent
- ☐ Check your entry doors for proper operation and seal, including weather stripping
- ☐ Inspect your roof and siding for damages
- ☐ Test smoke detectors and replace batteries if needed
- ☐ Check any floor drains and refill with water if necessary
- ☐ Review basement teleposts and adjust if needed
- ☐ Start preparing for any exterior siding and window cleaning that is required
- ☐ Turn off any heat tracks that have been used to prevent freezing
- ☐ Organize your window screens if removed and review for damage

*This document is intended as general recommendations and best practices for home maintenance and does not replace or alter the warranty certificate or the obligations of the builder and/or homeowner with regard to the warranty policy.*