



# Winter Maintenance Guide Checklist

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## December

- Clean Furnace Filters
- Test Smoke / Carbon Monoxide Detectors
- Clean Range Hood Fan
- Test Sump Pump
- Check / Clean ERV/HRV Filter
- Check air ducts, remove covers & vacuum dust from vents
- Check roof for ice dams & remove snow/ice from overhangs if possible
- Check & reset GFCI receptacle in kitchen, bathroom, and exterior outlets
- Make sure gas meter is free of ice and snow
- Check air intakes and exhaust are clear of debris, snow, and ice

## January

- Change Furnace Filters
- Check roof for ice dams & remove snow/ice from overhangs if possible
- Check & reset GFCI receptacle in kitchen, bathroom, and exterior outlets
- Make sure gas meter is free of ice and snow
- Test Sump Pump
- Check air intakes and exhaust are clear of debris, snow, and ice
- Clean & test exhaust fans (bathroom)

## February

- Clean Furnace Filters
- Check roof for ice dams & remove snow/ice from overhangs if possible
- Check & reset GFCI receptacle in kitchen, bathroom, and exterior outlets
- Make sure gas meter is free of ice and snow
- Check air intakes and exhaust are clear of debris, snow, and ice
- Clean out dryer exhaust piping of lint and debris
- Test Sump Pump
- Test water main shut-off

\*HOMEOWNER MUST USE DISCRETION WHEN ATTEMPTING ANY MAINTENANCE FROM THIS GUIDE\*

\*\*THIS IS NOT A COMPREHENSIVE LIST OF ALL MAINTENANCE REQUIRED FOR YOUR HOME\*\*