



## ***Air Conditioner Maintenance Tips:***

### **Service Air Conditioner:**

Have a HVAC professional clean and service your air conditioner each year before hot weather arrives.

### **Replace Air Filter:**

Replacing the air filter on your air conditioner every 1-3 months with a quality filter allows your AC unit to run at maximum efficiency.

### **Trim Shrubs:**

Prune any shrubs near your air conditioner compressor regularly to give the unit room to work.

## ***Summer Maintenance Tips:***

- Check your furnace, air exchanger and air conditioner filters, and clean or replace them if needed.
- Check and clean your range hood filters on a monthly basis.
- Make sure all indoor and outdoor air vents (intake, exhaust and forced air) are clear of snow and debris.
- From the ground or any overlooking windows, check your roof for missing or damaged shingles. Have any damaged ones repaired.
- Check the condition of caulking around windows and doors. Replace as necessary.
- Test ground fault circuit interrupter(s) on electrical outlets each month by pushing the test button, which should cause the reset button to pop up.
- Consult your hot water tank owner's manual and follow its recommendations for testing the temperature and pressure relief valve to ensure it isn't stuck. If you are unsure, consult a plumber.
- Shut down and clean the furnace humidifier, and close the furnace humidifier damper on units with central air conditioning.
- Have your fireplace or wood-stove and chimney cleaned and serviced as needed.
- Clear all drainage ditches and culverts of debris.
- Check smoke, carbon monoxide and security alarms, and replace their batteries.
- Clean all windows, screens and window hardware. Repair any holes in screens or replace them if necessary.
- Open the valve to the outside hose connection once any danger of frost has passed.
- Examine the foundation walls for cracks, leaks or signs of moisture, and repair them if required.
- Repair and paint fences as needed.
- Make sure your sump pump is operating properly before the spring thaw sets in, and ensure the discharge pipe allows water to drain away from the foundation.
- Re-level any exterior steps or decks which may have moved due to frost or settling.
- Clean any debris from eavestroughs and downspouts, reattach any sections that are loose, and make sure they are securely attached to your home and that the flow of water discharges away from your foundation.
- Have well water tested for quality, and test for bacteria every six months.
- Carry out any spring landscaping and, if necessary, fertilize young trees.