



WINTERIZATION TIPS

Fall is a good time of year to begin preparing your home for the winter. As temperatures begin to drop, your home will require some low maintenance in order to keep it worry-free throughout the winter. Below, you'll find some easy ways to winterize your home:

1. **Water Lines** – to prevent water lines from freezing and bursting during cold weather:
 - a. Allow water to trickle, especially at night when the temperatures drop.
 - b. Disconnect and drain all garden hoses from outside faucets and store in an indoor or covered area, if possible.
 - c. Always know where your water main is located, in case you need to shut it off in emergencies.
 - d. Shut off the water to the exterior hose bibs.
 - e. Insulate hose bibs with Styrofoam insulators.
2. **Open up all cabinet doors to allow warm air to circulate and warm the pipes.**
3. **If you go on vacation, leave the heat on, set to at least 55 degrees.**
4. **Sprinkler systems should be shut off and drained.**
5. **Gutters and Downspouts:**
 - a. Wet leaves and debris remaining in the gutter over winter add significant weight and volume to the gutter when frozen and increases water build-up on the roof. Please report to Sincere if your gutters are over-filled with debris and leaves.
6. **Chimneys and Fireplaces:**
 - a. If using a wood burner fireplace or vented gas logs, inspect the fireplace damper for the proper opening and closing.
 - b. When not in use, keep the damper closed to prevent a draft and heat loss.
7. **Heating and Cooling Systems:**
 - a. Replace the A/C and furnace filters EVERY 60 days. This ensures the most efficient economical operation of your system. Clogged filters can inhibit the operation of the system and cause costly repairs.
 - b. Clear obstacles from the vents so air can flow freely.
 - c. Reverse the direction of the ceiling fans to increase energy efficiency and comfort.
 - d. Test your smoke detectors and carbon monoxide detectors and refresh batteries if needed.



SINCERE

Property Management

8. Prepare an Emergency Kit:

- a. Buy flashlights or battery operated lanterns for use during power shortages.
- b. Other suggestions include: battery powered radio, drinking water, pre-packaged non-perishable food, propane camp stove fuel (NOT to be used indoors), non-electric can opener, charged cell phone, tool set, first aid kit, prescription medication plan in effect and pet food if you have a pet.