

## RECOMMENDED WINTERIZING CHECKLIST FOR SLFHOA HOMES

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| <input type="checkbox"/> | <b>CLEAN GUTTERS AND DOWNSPOUTS TO DRAIN SNOWMELT IN WINTER</b> -This should be done before freezing temperatures lock the leaves in the gutter.  |
| <input type="checkbox"/> | <b>ELECTRIC HEAT PUMP AND ELECTRIC HEAT - TURN THERMOSTAT TO 40-50 DEGREES</b> - many of the older homes have electric baseboard heaters - these should be turned off to avoid fires - modern heat pumps have booster heat strips in central system that will keep temperatures in house above freezing.  |
| <input type="checkbox"/> | <b>VACUUM HEATERS VENTS AND CHANGE ALL FILTERS BEFORE CLOSING HOUSE</b> - cleaning vents, registers, and changing heating system air filters will assure proper function while you are away.  |
| <input type="checkbox"/> | <b>GAS HEATERS, OVENS, GAS WATER HEATERS, AND FIRE LOGS - TURN OFF THE PROPANE OR GAS AT THE TANK</b> - for safety reasons turn off pilot lights and turn off the gas outside the tank.   |
| <input type="checkbox"/> | <b>ELECTRIC WATER HEATERS - TURN CIRCUIT BREAKER OFF AT PANEL</b> - Save electricity and avoid water heater burn out - turn off electricity before turning off the water.   |
| <input type="checkbox"/> | <b>TURN OFF WATER AT WATER METER SO METER READER KNOWS HOUSE IS VACANT</b> - SLFHOA recommends turning off water at the meter to protect the line to the house and to let the meter reader know your house is winterized properly. If you need help with this call the responsible water board person.  |
| <input type="checkbox"/> | <b>DRAIN WATER PIPES, FLUSH TOILETS, DRAW DOWN WATER HEATERS A FEW GALLONS</b> - to drain all pipes, open all faucets and let them drain for at least 30 minutes, also flush toilets, hold handle down until the toilet tank empties. If your water heater has a drain to the outside, drain the tank or at least drain several gallons to allow for expansion if it freezes. <b>REMEMBER TO CLOSE ALL FAUCETS INSIDE AND OUTSIDE AT THE END OF THIS PROCEDURE.</b> |
| <input type="checkbox"/> | <b>USE <u>RV ANTIFREEZE NOT AUTOMOBILE</u> ANTIFREEZE IN ALL DRAINS</b> - Water will remain in the traps under the bathtub, shower, sinks, etc. So use the proper antifreeze, a cup in all traps, a quart in the toilet tank and in the toilet bowl to assure toilets don't freeze and crack.   |
| <input type="checkbox"/> | <b>DISCONNECT ALL WATER HOSES FROM OUTSIDE SPIGOTS</b> - Assure spigots are closed and covered or wrapped with insulation; water hoses should be drained and not left outdoors.   |
| <input type="checkbox"/> | <b>UNDER SINKS DOORS SHOULD BE LEFT OPEN TO ALLOW HEAT TO CIRCULATE</b> - anywhere there is a sink, leave the cabinet doors open to provide circulation and prevent mold and mildew buildup.  |
| <input type="checkbox"/> | <b>EMPTY FREEZERS AND REFRIGERATORS TURN TO LOW COOL, USE BAKING SODA</b> - there are federal and state laws related to refrigerators and freezers that are not in service, doors must be removed etc. It is appropriate to empty, clean and turn the unit temperature to low setting and use an open box of BAKING SODA to keep out mold and mildew.   |