

Quarterly: **Winter Services:**

Exterior

Complete a Building Envelope Inspection and Quarterly Maintenance

- ✓ Clean debris from roof, drains, gutters and down pipes
- ✓ Check caulking and sealants for wear, cracking and debonding
- ✓ Check flat roof membranes for wear, blistering and delamination
- ✓ Check wall cladding, wood window/door trims, band boards, and roof fascias for damage or deterioration
- ✓ Check deck membranes for wear, blistering and delamination
- ✓ Clean lint from dryer exhaust vent
- ✓ Check paint finishes for wear, discoloration, fading, chalking and peeling
- ✓ Check sloped roof shingles for wear and damaged or missing water diverters
- ✓ Check window, door and cladding sheet metal flashings for damage
- ✓ Check window glazing and replace failed sealed units
- ✓ Check all exhaust vents, remove blockages and ensure flappers are operating correctly
- ✓ Check guard railings, hand railings and fasteners

Interior

- ✓ Check smoke, life safety and security alarms
- ✓ Clean or replace furnace and heat recovery air filters
- ✓ Check for condensation on windows, excessive moisture or mould, check humidistats
- ✓ Clean dust and lint from furnace registers and grilles
- ✓ Check heating system, service every 2 years
- ✓ Check sump pump, service once a year
- ✓ Check floor drain or pump system for hot water tank and air conditioning

To protect.....and preserve