

# **HOMEOWNER MAINTENANCE GUIDE**

During our inspections, we frequently uncover deferred maintenance and the adverse consequences of not addressing common conditions. This guide aims to assist homeowners in addressing these issues. If you encounter any physical or technical limitations preventing you from implementing our recommendations, please contact Tiger or a suitable contractor for assistance. Please note that the advice provided in this guide is tailored to address common conditions and may not cover all possible scenarios. Therefore, it's essential to budget for professional evaluations and maintenance of all mechanical systems in accordance with the manufacturer's guidelines and allocate funds for periodic structural and general pest inspections. The most effective way to maintain your home is to have Tiger perform a periodic Home Maintenance Inspection, recommended every 3-5 years.



## **EXTERIOR**

**Roofs (Spring and Fall)** Look for damaged, loose or missing covering, and damaged flashing.

**Chimney (Spring and Fall)** Check for loose or deteriorated materials and confirm the presence of flue caps.

**Gutters and Downspouts (Spring and Fall)** Review for clogs, damage, leakage. Verify downspouts extend six feet from building.

**Siding and Trim (Spring and Fall)** Repair loose, damaged and rotted areas. Maintain paint/stain and caulk seals.

**Exposed Foundation (Spring and Fall)** Check for deteriorated surfaces or cracks, seal cracks and monitor. Clean foundation window wells.

**Doors and Windows (Spring and Fall)** Check caulking and weather seal, replace damaged panes.

**Porches and Decks (Spring and Fall)** Check for rot and insect infestation. Maintain paint/stain finish. Confirm secure steps and railings for safety.

**Plantings (Spring and Fall)** Trim plantings and ground cover one foot from the house and equipment. Consult an arborist for overhanging trees.

**Grading (Spring and Fall)** Maintain drainage at perimeter of house by sloping soil away (where practical) and fill depressions. Remove soil from wood contact.

**Driveways and Sidewalks (Spring and Fall)** Seal cracks, level settling sections, repair trip hazards, and ensure proper drainage and pitch away from house.

**Garages (Spring and Fall)** Test and adjust automatic garage door openers and safety reverse for proper operation. Review hardware and panels for damage.

**Retaining Walls & Fences (Spring and Fall)** Check for movement, rot, and insect infestation. Monitor drainage behind walls.

## **STRUCTURE**

**Foundation and Floor (Spring and Fall)** Check for evidence of deterioration, dampness, and cracks. Fill and monitor cracks.

#### Wood Framing, Walls, and Ceilings (Spring and Fall)

Check exposed wooden structure in basement and crawlspace for evidence of moisture, rot, and insect infestation. Maintain proper humidity and address rodent/ animal nesting.

#### ELECTRICAL

**Electric panels (Annually)** Check for rust or water marks indicating moisture penetration. Activate breakers off/on to ensure none have seized. Confirm proper access to panels and labeling.

**Outdoor Wiring (Annually)** Check overhead wire conditions and tree obstructions. Inspect conditions of meter, conduit, outlet cover, and test GFCI outlets.

**Indoor Wiring (Annually)** Replace damaged wiring, cords, and plugs. Check switch/outlet operation and cover plate condition.



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# **HEATING AND COOLING**

**Forced Air Systems (Spring and Fall)** Clean/replace air filters and humidifier pads as needed. Turn off humidifier water supply and damper at end of heating season.

**Electric Heat (Annually)** Maintain heater clearance from combustibles, clean as needed.

**Furnaces, Boilers & Fuel Storage (Annually)** Have the system serviced by a qualified technician.

**Cooling/Heat Pumps (Annually)** Have the system serviced by a qualified technician, including coils and condensate drains.

**Gas and Solid Fuel Burning Equipment (Annually)** Have fireplaces and chimney flues professionally cleaned and inspected.

## **PLUMBING**

**Distribution Piping (Annually)** Check for leaks and operate all fixture and supply shut off valves. Winterize plumbing in areas susceptible to freezing (outdoor faucets/ showers, crawl spaces, garages etc.)

**Drain/Waste Plumbing (Annually)** Check visible drain/ waste plumbing for leaks and clear slow drains. Service ejector pumps. Pump and inspect septic tank as advised by service provider (2-4 yrs).

**Fixtures (Annually)** Secure loose sinks and toilets. Check toilet tank components. Reseal grouting and caulking. Test sump pumps with water and check drain termination.

Water Heaters (Annually) Purge tank per manufacturer's instructions. Service gas/oil heaters by a qualified technician.

**Laundry (Spring and Fall)** Clean dryer vents and check the condition of washer hoses and overspill protection devices.

## **INTERIORS**

Walls and Ceilings (Annually) Check for cracks. Seal and refinish old water stains and monitor.

**Doors and Windows (Annually)** Check operation of locks, look for wear, and tighten any loose components.



# ATTIC

(Annually) Note water stains, paying particular attention to valley and roof penetrations. Check for moisture and mold indicating high humidity. Ensure insulation is evenly distributed and attic vents are not obstructed by nesting. Ensure all bathroom and kitchen fans are vented outside the building.

#### WOOD DESTROYING INSECTS

Tiger can provide an annual WDI Inspection by Licensed Personnel. Contact a qualified pest control company when treatment is needed.

**Carpenter Ants (Semi-annually)** Most active in the spring and summer. Prevent infestation by removing decaying wood and moisture.

**Termites (Semi-annually)** Remove all wood/soil contact to prevent infestation. If a termite swarm or shelter tubes are identified, contact a qualified pest control company.

**Carpenter Bees (Semi-annually)** Maintain an exterior finish on wood surfaces as a preventive barrier. They drill holes in exterior wood and create nests in spring/summer.

#### **ENVIRONMENTAL TESTING**

Tiger Certified Environment Staff can perform the recommended Radon and Water Tests.

**Radon Testing (Biennial)** EPA recommends testing every 2 years or if you make alterations to your home.

**Well Water (Annually)** CTDPH recommends testing Well Water Potability annually and for other contaminants every 1-5yrs.

## LIFE SAFETY & SECURITY SYSTEMS

**Smoke & CO Detectors (Annually)** Detectors should be placed on each level. Follow manufacturer's instructions.

**Fire Extinguishers (Annually)** Install extinguishers on each level and in garage. Replace as instructed by manufacturer.

**Emergency Preparation (Annually)** Create household emergency escape plan, have a first aid kit, and first responder decal for occupants and pets.



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📞 (800) 328-4677

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