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WINTER & WEATHERIZATION INFORMATION

During Fall & Winter, when the weather is changing, there are a number of things that are required to assure that your home will be a more comfortable place to live and avoid any crisis that may occur during the winter months. Below is a list of winterizing measures that you need to follow.

PLEASE NOTE: A majority of this information is tenant responsibility and your liability. Failure to complete these requirements may result in charges to your security deposit.

WHEN TEMPERATURES STAY BELOW 32 DEGREES for more than an 8 hour period, you must complete the following list to insure protection to your unit:

1. Cover all foundation vents. DO NOT LEAVE COVERS ON VENTS for prolonged periods, only during a cold spell. Ventilation is necessary to prevent moisture damage to the building and furnishings.
2. DISCONNECT HOSES FROM OUTSIDE FAUCETS IMMEDIATELY! This allows proper draining of the pipes and prevents freeze damage. You are to inspect all outside faucets after the freeze period for damage. If water flows out from behind the wall, the faucet is broken, turn off and do not continue use, this will need to be repaired. You may submit a maintenance request for repairs, however you may be held responsible for the costs.
3. Let water (hot and cold mix) trickle in all of the sinks or bathtubs on each outside wall (for units with separate plumbing), especially at night or when you are away from home. Leave the heat on, especially during extended cold periods, higher than you normally would, to insure adequate warmth to keep all areas from freezing. Open cupboard doors under sinks and leave them open as long as temperatures are below normal.
4. If your pipes do freeze, it is necessary to get heat under the house or unit to speed the thawing process. This may be accomplished by:
 - A. A heat lamp
 - B. A space heater – do not leave unattended for any period of time
 - C. If dryer vents under the unit, remove dryer vent line under unit and run dryer, reconnect immediately after thaw
 - D. Common hair dryer
 - E. NO OPEN FLAMES ON ANY PIPES AT ANY TIME!

Do not use your fireplace as an incinerator. Most fireplaces are not designed to burn quantities of paper and trash. If you do, it may be a severe threat to the health and safety of the occupants and may cause smoke damage to your dwelling and furnishings. Change all furnace filters at least once per each 6 month period.

If you have broken water lines from a freeze:

1. Locate water, turn off for house and discontinue use
2. Turn breakers off for hot water heater
3. Open all water lines, even outside faucets
4. Flag meter during a snow period for easy location, if you cannot locate, contact your utility company. It is a good idea to know the specific location well in advance to severe weather

We appreciate being able to provide you with a safe, well maintained, and comfortable home.