

## WINTER INSPECTION INFORMATION SHEET

ADDRESS: \_\_\_\_\_

TENANT NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

IN THE INTEREST OF CLEAN, SAFE, COMFORTABLE LIVING, WE PERFORM INSPECTIONS OF EACH PROPERTY TWICE A YEAR. THIS CHECKLIST IS FOR WINTER.

DURING THE WINTER MONTHS, IT IS IMPORTANT TO FOLLOW SIMPLE RULES TO KEEP FROM GETTING THE FOLLOWING: MICE, SPIDERS, CENTIPEDES, ROACHES.

- FLOORS IN ALL ROOMS MUST BE CLEAN OF LARGE DEBRIS PILES
- FLOORS IN ALL ROOMS MUST BE CLEAN OF ANY FOOD PARTICLES
- ANY CARPETING WITH FOOD STAINS, CLEAN THE STAINS. VACUUM WEEKLY
- WOOD OR TILE FLOORS SHOULD BE CLEANED WEEKLY AND KEPT FREE OF FOOD
- KITCHEN SURFACES AND BATHROOM SURFACES CLEAN AND FREE OF FOOD
- KITCHEN CUPBOARDS CLEAN OF SPILLED FOOD OR PARTICLES
- REFRIGERATORS SHOULD BE CLEANED ONCE EVERY 3 MONTHS
- BEHIND REFRIGERATORS AND STOVES SHOULD BE CLEANED TWICE A YEAR
- STOVETOPS KEPT CLEAN OF FOOD
- DO NOT STORE FOOD IN LOWER CABINETS – EVER. THIS ATTRACTS MICE.
- CLEAN CEILING FANS, LIGHT FIXTURES, BASEBOARDS, EVERY 6 MONTHS.
  
- GARBAGE SHOULD BE PLACED AT CURB WEEKLY. BAGGED PER CITY.
- GARBAGE STORAGE AREA SHOULD BE OUTSIDE, NOT INSIDE OR BASEMENT
- GARBAGE CONTAINERS SHOULD BE CLEANED. IF NOT, MAGGOTS WILL ARRIVE.
- GARBAGE STORAGE AREA OUTSIDE SHOULD BE KEPT NEAT, CLEAN.
- GARBAGE STORAGE SHOULD BE TIGHT SO RODENTS CANNOT EAT THROUGH.
  
- IF YOU ARE USING PLASTIC ON WINDOWS, IT IS YOUR RESPONSIBILITY TO KEEP AIRFLOW GOING IN THE HOUSE. YOU MUST CLEAN THE ADHESIVE OFF THE WOODWORK IN THE SPRING.

REMEMBER, THESE ITEMS ARE IN ADDITION TO KEEPING A CLEAN HOME.

IF YOU HAVE ANY QUESTIONS, PLEASE FEEL FREE TO CONTACT US AT ANY TIME.

ANY AREAS NEEDING ATTENTION WILL BE NOTED AND YOU WILL RECEIVE A COPY.

HAVE A SAFE, HAPPY WINTER AND HOLIDAY SEASON!

HOME CONNECTIONS