

SEASONAL HOUSE CLOSING CHECKLIST

| Kitchen and Laundry | |
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| <input type="checkbox"/> | Clean enamel exteriors with sudsy water, rinse and dry |
| <input type="checkbox"/> | Unplug appliances while away to protect from electrical-current surges. |
| <input type="checkbox"/> | Dispose of cereals, crackers and pastas to avoid pests. |
| <input type="checkbox"/> | Clean cabinet interiors and exteriors |
| <input type="checkbox"/> | Fresh and perishable foods should be eaten or discarded. Including condiments and other perishables. |
| <input type="checkbox"/> | Unplug and clean the refrigerator interior (on request). Dry thoroughly. |
| <input type="checkbox"/> | Refrigerator and freezer doors left ajar (if turned off/unplugged). |
| <input type="checkbox"/> | Run dishwasher through a short cycle, clean around door and gasket. |
| <input type="checkbox"/> | Run ice through the garbage disposal, then a solution of baking soda and water. Cover drain or leave stopper in place to prevent evaporation. |
| <input type="checkbox"/> | Clean oven, broiler and drip trays. |
| <input type="checkbox"/> | Remove splatters in the microwave, heat a cup of water for 2 minutes. Unplug. |
| <input type="checkbox"/> | Clean portable appliances thoroughly. |
| <input type="checkbox"/> | Turn off water supply to washer. Clean lint filters on washer and dryer. |
| <input type="checkbox"/> | Turn off water heater or turn down to the lowest setting. |
| Bathrooms | |
| <input type="checkbox"/> | Clean all surfaces and fixtures |
| <input type="checkbox"/> | Cover toilet and tank top with plastic wrap. |
| <input type="checkbox"/> | Put stoppers in drains. |
| <input type="checkbox"/> | Turn off valves to toilet and under sink (on request) |
| Other Rooms | |
| <input type="checkbox"/> | Clean and polish furniture. |
| <input type="checkbox"/> | Thoroughly vacuum upholstered furniture. |
| <input type="checkbox"/> | Remove bedding and bath linens; clean and dry. Vacuum mattress thoroughly. Make bed and cover it lightly with a sheet. |
| <input type="checkbox"/> | Leave only clean clothes in closets. Allow space between garments. No clothes on the floor. Do not use uncovered metal hangers. Do not wrap clothes in plastic. |
| <input type="checkbox"/> | Turn off ceiling fans |

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| <input type="checkbox"/> | Unplug any appliances or electronics that are not in use. |
| <input type="checkbox"/> | Unplug the garage door opener. If locking the garage door, post a reminder to unlock. |
| <input type="checkbox"/> | Replace backup batteries in fire alarms, automatic watering systems, thermostats and security systems.* |
| <input type="checkbox"/> | Replace filters in reverse-osmosis water system and turn off water valve. Clear any water out of dispenser.* |
| <input type="checkbox"/> | Unplug or turn off water softener system. Replace whole house filters. Treat aerator tank with chlorine or drain completely.* |
| A/C | |
| <input type="checkbox"/> | Keep A/C set to 80 degrees to remove humidity in the house and prevent warping of wood products and avoid mildew/mold. |
| <input type="checkbox"/> | Replace or clean A/C filters. * |
| <input type="checkbox"/> | A professional can clean the coils, check refrigerant, adjust tension on belts, check the thermostat, inspect wiring and connections, clean the pan and pipe, check the motors. |
| Exterior | |
| <input type="checkbox"/> | Clean gutters* |
| <input type="checkbox"/> | Arrange for a landscaper to maintain grass cutting and trimming |
| <input type="checkbox"/> | Exterior walls should be free of cracks. Loose mortar should be fixed. Pressure wash if mildew is present. Repair any cracks or blisters in the paint. * |
| <input type="checkbox"/> | Windows and doors should be caulked. Replace any broken or cracked putty, or loose weatherstripping.* |
| <input type="checkbox"/> | Pressure wash garbage cans and bring into the garage* |
| Security | |
| <input type="checkbox"/> | Arrange for mail, newspapers, and other deliveries to be stopped or maintained by a friend or neighbor. |
| <input type="checkbox"/> | A car parked in the drive discourages burglars. Arrange for a friend or neighbor to park their car in your drive. |
| <input type="checkbox"/> | Lights should be placed on timers to simulate movement. |
| <input type="checkbox"/> | Outside lights set to turn off during the day. |
| <input type="checkbox"/> | Window treatments should be left up, not closed. |
| <input type="checkbox"/> | |
| *additional costs may be incurred | |