

Owner Maintenance Items

A perfect opportunity between seasons exists to have a number of maintenance items addressed that will not only save you money, but may keep you or a neighbor from having problems. We recommend, at the very least, these items be addressed. Remember, water seeks the lowest level and considerable damage can be done and you will be held responsible.

Maintenance Item	Date Checked	Date Serviced
1. Washing machine water hoses should be inspected annually for proper operation and condition. Rubber hoses should be replaced with steel braided hoses.		
2. Routine inspections and service of A/C units should be performed at the beginning of the heating and cooling seasons. This service typically includes checking Freon levels, cleaning condensate lines, coils, drain pans, etc. Filters should be replaced every three (3) months.		
3. Water connections and valves to all fixtures and appliances, such as sinks, toilets and icemakers, should be inspected for possible leakage, corrosion and proper connection. Leaky faucets and stuck cut off valves should be repaired.		
4. Flapper valves in toilet tanks should be checked for leakage and proper seal.		
5. Villa temperatures should be maintained at a minimum setting of 55° to prevent freezing and at a maximum setting of 85° to prevent mildew in unoccupied villas.		
6. Cut off valves to toilets and breakers to the water heater should be turned off if the villa is unoccupied for long periods of time.		
7. Toilets should be checked to make sure that they are firmly attached to the floor and there is no leakage. A loose or wobbly toilet may cause the seal to leak.		
8. Dryer vents should be kept clean at all times.		
9. Perform regular inspections and make repairs as necessary to caulking at bathtubs, drain plugs, sinks, etc.		
10. <i>The average useful life for a water heater is approximately eight (8) years. Have your water heater checked to see if it is in need of replacement.</i>		

As buildings age the potential for items to fail increases.