

## **GUIDE TO MAINTAINING YOUR NEW HOME**

*Congratulations on your new home. Please take the time to read over our **Guide to maintaining your new home.***

Keeping on top of maintenance in your home will ensure that the small problems don't become big ones. Making sure you do things as you notice them; *fixing a leaky external tap*, could prevent major damage in the future.

Apart from the obvious cost-saving advantages, a well maintained house will always increase the value of your property and will be beneficial when it comes time to sell.

Some other points to bear in mind; insurance generally doesn't cover damage caused by lack of maintenance and your contractor is not responsible for fixing damage caused by lack of maintenance.

Good maintenance is about maximising the comfort and functionality of your home.

***Listed below are some of the most common home maintenance items and what homeowners can do to avoid them.***

### **1. FOUNDATIONS, FOOTINGS AND SLAB**

*Please refer to Foundations Maintenance & Footings Performance*

### **2. ROOFS**

*Often leaks are caused by lack of maintenance and cleaning. We recommend contacting roof plumber to inspect the sealants to all flashings and roof components **every 4-5 years**. These sealants can often harden and crack with the movement of your home due to seasonal changes.*

- Don't let leaves and debris build up in gutters and downpipes
- Repair cracked or broken tiles, guttering or flashing.

### **3. LANDSCAPING AND GARDENS**

- Keep trees with high water demand well away from your home
- Locate ponds and water features away from the building
- Don't over water the garden and avoid unregulated sprinkler systems
- Ensure that 'weep holes' (the small ventilation hole between two bricks, near the ground) do not end up below soil level.

### **4. HOT WATER SYSTEMS**

- Get a copy of your tank's manufacturer's instructions and follow the recommended maintenance procedures
- Occasionally check the operation of the pressure relief valve

### **5. TERMITES**

*Please Refer to your Home Owners Guide to Termite Management*

# MAINTENANCE CHECKLIST

## QUARTERLY

- Clean sink disposal if applicable
- Clean rangehood filters
- Run water and flush toilets in unused spaces
- Test smoke alarms
- Check irrigation settings, adjust as necessary
- Clean AC Filters

## BIANNUALLY

- Replace batteries in smoke alarms
- Change settings on AC and Fans (Winter/Summer)
- Clean exhaust vents in bathrooms
- Arrange for Solar Panels to be cleaned to ensure optimal performance

## ANNUALLY

- Seal timber products in your home every 6-12months (Front Timber Door, Decking etc.)
- Clean out gutters, check screws and inspect sealants
- Inspect grout & sealant in bathrooms, kitchen etc. Keep clean of calcium and mould build up. Repair as required
- Inspect seals and washers of plumbing fixtures and fittings; contact a licensed plumber as needed
- Arrange for a/c service/clean
- Inspect window seals
- Inspect the exterior drainage
- Inspect the exterior of your home for hairline cracks in render and blockwork. Arrange for repairs as needed.
- Arrange Termite and Pest Control Inspections
- If Applicable: Contact your plumber to complete inspection/maintenance of the Reflux Valve
- Complete thorough clean of your home - ensure that cleaning products are non-corrosive

*Please note: - Internal shelving is designed for lightweight items only. Excessive loads placed on internal shelving may cause damage to the structural integrity of the shelving.*

*- Ensure that cleaning products and materials used on internal and external painted walls are non-corrosive.*

**This is an information sheet and is intended as a guide only. Please seek professional advice and specific product information on all items listed above.**