**Preventative maintenance for your condominium**

1. **Keep track of inspections.**
   1. Complete the tasks on your home inspection reports.
   2. Notify the property manager for questions pertaining to the maintenance of common area elements.
2. **Take a preventative approach.**
   1. Schedule regular preventative maintenance for your hot water heater and appliances.
   2. Maintain a minimum of 60 degrees to prevent pipes from freezing.
3. **Be ready to resolve problems.**
   1. If you are unable to tackle a problem, notify a professional.
   2. Contact the property manager for questions related to the building.
4. **Pay attention to vents.**
5. Remove lint from your dryer vents.
6. Schedule a dryer vent cleaning.
7. **Preserve your carpeting.**
   1. Hire a professional carpet cleaner to increase the life of your carpets.
8. **Prioritize security.**
   1. Keep your personal items inside of your home.
   2. Lock your cars and bikes.
9. **Clean pipes regularly.**
   1. Remove hair from shower drains and p-traps.
10. **Check up on HVAC.**
    1. Have a licensed mechanical contractor address your plumbing, heating and ventilation needs.
11. **Document the move-in/ move-out conditions of your renters.**
    1. Hold renters accountable for maintenance and repairs of your condo with a detailed lease.
    2. Secure proof of renter’s insurance.