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OUTSTANDING SERVICE!

Toilet Maintenance Checklist

- ☐ **Clean and Disinfect:**
 - ☐ Wipe down the entire toilet bowl and exterior with disinfectant cleaner.
 - ☐ Scrub the bowl thoroughly with a toilet brush.
 - ☐ Clean under the rim and around the base of the toilet.
- ☐ **Check for Leaks:**
 - ☐ **Visual Inspection:** Look for any signs of water on the floor around the base of the toilet.
 - ☐ **Tank Leak Test:** Add a few drops of food coloring to the toilet tank. Wait 30 minutes. If the water in the bowl changes color, you have a leak.
- ☐ **Inspect Flapper:**
 - ☐ Ensure the flapper seals properly to prevent the toilet from running constantly.
 - ☐ Look for any signs of wear and tear or damage.
- ☐ **Check for Clogs:**
 - ☐ Flush the toilet and observe how quickly the water drains.
 - ☐ If the water level rises slowly or doesn't drain completely, there may be a clog.
- ☐ **Water Level Check:**
 - ☐ Ensure the water level in the tank is at the correct height as indicated by the fill valve.
- ☐ **Preventative Maintenance:**
 - ☐ Avoid flushing anything other than toilet paper and human waste.
 - ☐ Use a plunger or toilet snake to clear minor clogs promptly.

Important Notes:

- **Frequency:** Perform this checklist monthly or as needed.
- **Safety First:** Wear gloves and eye protection when using cleaning chemicals.
- **Professional Help:** If you suspect a serious issue or are uncomfortable performing any of these tasks, contact a qualified plumber.

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Emergency Preparedness Plumbing Checklist

- ☐ **Know Locations:**
 - ☐ Main water shut-off valve for the entire house.
 - ☐ Individual shut-off valves for toilets, sinks, washing machine, dishwasher, water heater.
- ☐ **Tools & Supplies:**
 - ☐ Basic plumbing toolkit (pipe wrench, basin wrench, pliers, screwdrivers).
 - ☐ Plunger (cup plunger for sinks, flange plunger for toilets).
 - ☐ Hand auger or small drain snake.
 - ☐ Buckets and towels for catching leaks.
 - ☐ Plumber's tape.
 - ☐ Temporary pipe repair clamps or tape.
- ☐ **Contact Information:**
 - ☐ Keep the number of a trusted plumber readily available.
- ☐ **Practice:**
 - ☐ Ensure all household members know where the main shut-off valve is and how to operate it.

Important Notes:

- **Safety First:** Wear appropriate safety gear (gloves, mask) when working with cleaning chemicals.
- **Professional Help:** For any major plumbing issues or concerns, consult a qualified plumber.

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Preparing for Winter Checklist

- ☐ Drain and shut off exterior faucets/spigots.
- ☐ Disconnect and store garden hoses.
- ☐ Insulate exposed pipes in unheated areas (crawl spaces, attics, basements, garages).
- ☐ Seal any cracks or openings near pipes on exterior walls.
- ☐ Know the location of your main water shut-off valve and ensure it's working.
- ☐ If leaving the property vacant for an extended period, consider draining the entire system or keeping the heat on at a low temperature.

Important Notes:

- **Safety First:** Wear appropriate safety gear (gloves, mask) when working with cleaning chemicals.
- **Professional Help:** For any major plumbing issues or concerns, consult a qualified plumber.



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Tankless Water Heater Inspection Checklist

1. Visual Inspection

- ☐ **Leaks:** Check for any visible leaks around the unit, pipes, and connections. Look for signs of water damage on the floor or ceiling below the unit.
- ☐ **Corrosion:** Inspect the unit for signs of rust, pitting, or other forms of corrosion.
- ☐ **Physical Damage:** Check for dents, cracks, or other physical damage to the unit.

2. Safety Checks

- ☐ **Gas Lines (for gas units):**
 - ☐ **Check for leaks:** Inspect gas lines for any signs of leaks (gas odor, hissing sounds).
 - ☐ **Proper ventilation:** Ensure adequate ventilation for gas combustion.
- ☐ **Electrical Connections (for electric units):**
 - ☐ **Check for loose wires or damaged insulation.**
- ☐ **Pressure Relief Valve (T&P Valve):**
 - ☐ **Test:** Manually lift the T&P valve lever slightly to release a small amount of water.
 - ☐ **Inspect:** Check for any signs of leaks or corrosion around the T&P valve. Ensure the discharge pipe is properly installed and directed away from the unit.

3. Operational Checks

- ☐ **Water Flow:** Check for adequate hot water flow at multiple fixtures simultaneously.
- ☐ **Temperature:** Ensure the unit is providing consistent hot water at the desired temperature.
- ☐ **Error Codes:** Check for any error codes displayed on the unit's control panel.

4. Maintenance Checks

- ☐ **Clean or Replace Water Filters:**
 - ☐ **Frequency:** Clean or replace water filters as recommended by the manufacturer's instructions (typically every 6-12 months).
- ☐ **Clean Air Filters (for gas units):**
 - ☐ **Frequency:** Clean or replace air filters as recommended by the manufacturer's instructions.
- ☐ **Descaling (if applicable):**
 - ☐ **Frequency:** Descale the unit to remove mineral buildup (frequency varies depending on water hardness and manufacturer recommendations).
 - ☐ **Method:** Follow the manufacturer's instructions for descaling procedures.

Important Notes:

- **Safety First:** Turn off the power or gas supply to the unit before conducting any inspections or maintenance.
- **Professional Help:** For any major concerns, descaling procedures, or if you are unsure about any aspect of this inspection, consult a qualified plumber or a technician certified to work on tankless water heaters.

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