



**PACESETTER HOMES**

A QUALICO Company

# Home Maintenance Guide



**PROHOME**

# PROHOME<sup>®</sup>

Congratulations on the purchase of your new Pacesetter Home!

You will want to review this New Homeowner Home Maintenance Recommendation Guide for various seasonal and annual indoor, and outdoor tasks and jobs you can do around your new home, to keep your home looking great and operating to its fullest potential.

These simple actions recommended in this guide can go a long way to protect your investment and allow you to enjoy your home for years to come.

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**AFTER HOURS EMERGENCY**  
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# Air Conditioning/Furnace

The following Air Conditioner recommendations will ensure your unit is performing at optimal performance and create the best interior conditions for you and your family:

## Monthly

- Replace your furnace filter every 30 days.

Replacing your furnace filter regularly will enhance the furnace efficiency and prevent increased energy consumption and costly repairs.

## Seasonally

- Clear away debris around the outdoor unit.

Clearing debris around the outdoor unit, such as leaves, twigs, and grass clippings, helps ensure proper airflow and prevents potential obstructions that can impede the unit's performance.

- Check the air vents.

Make sure that all your air ducts and vents are clear. If they get clogged by dust or dirt, the air can't flow properly; simply cleaning your air vents could be the answer to your problems

- Keep thermostat set to the "AUTO"

Never set to "On" for Cooling as this will keep the fan running and pushes unwanted humidity back into the home.

- Do NOT close off air vents

When you close off any of your HVAC's systems registers, condensation occurs. Keeping those air vents open will help things stay nice and dry.

# Preventing Paint Wear & Mildew in Your Bathroom & Laundry Room

To help prevent wear and tear on the paint and mildew in your bathrooms and laundry room it is recommended you do the following:

- When showering or doing laundry keep your exhaust fan on.
- Set thermostats, year-round, between 72 to 76 °F (22 to 24 °C)
- Regularly clean surfaces to remove soap scum, which can provide a breeding ground for mold. Use a bathroom cleaner that is effective against mold and mildew.
- Ensure that caulking around sinks, tubs, and showers is in good condition. Replace any cracked or moldy caulk.
- After showering or bathing, leave bathroom doors and windows open (if possible) to allow the room to dry out. Towel-dry wet surfaces to reduce moisture.
- If you see any water leaks, report them to ProHome.
- If you see a little pink substance around the bottom of your shower curtain, a little black substance on your windowsill or other possible mold growth, don't panic. Mold or mildew growth is generally not a cause for concern. Use a solution of water and detergent (such as dish soap or a mild household cleaner) to scrub the affected area. For tougher mold, you may need to use a specialized mold cleaner or a mixture of water and vinegar (or hydrogen peroxide).

By implementing these preventive measures, you can help minimize paint wear and reduce the likelihood of mildew growth in your bathrooms and laundry, keeping it clean and well-maintained.



## Spring Seasonal Maintenance Recommendations

By following these spring maintenance recommendations, you can help ensure that your home is in good condition and ready for the warmer months ahead.

### Spring Maintenance

- Inspect tub and sink drains for debris; unclog if necessary.
- Clean out gutters and downspouts to remove debris.
- Check caulking around windows and doors, and repair if needed.
- Inspect the exterior of your home for cracks or gaps and seal them.
- Check for cracks in your concrete surfaces/structures
- Wash your windows & screens.
- Replace the batteries in your garage door opener
- Clean up garden beds and remove any debris.
- Fertilize your lawn and reseed any bare patches.
- Prune shrubs and trees as needed to maintain their health and shape.
- Remove any insulated covers from outdoor spigots and check for leaks in spigots, hoses, and irrigation system.
- Prepare for warmer weather by inspecting ceiling fans and air conditioning units.
- Check your home for any plumbing leaks.
- Clean faucet aerators and showerheads to remove mineral deposits
- Review your local municipality water guidelines for any restrictions that are in place and review your current water schedule and adjust accordingly.
- Test smoke detectors and carbon monoxide detectors. Replace batteries if needed.



## Summer Seasonal Maintenance Recommendations

With summer comes hot temperatures, and you will want to make sure your home stays cool and efficient inside, and looks great outside, as the temperatures climb over the summer months:

### Summer Maintenance

If you stay on top of your spring home maintenance, you'll have more time to enjoy your summer. But there are still a few basic tasks to complete during the summer months as well.

- ❑ Mowing your yard properly not only enhances its appearance but also promotes healthy grass growth.
- ❑ Check the water softener and replenish salt if necessary.
- ❑ Inspect tub and sink drains for debris; unclog if necessary.
- ❑ Inspect the roof for any missing, damaged, or loose shingles.
- ❑ Clean and inspect decks, patios, and porches. Check for any signs of rot or damage and repair as needed.
- ❑ Seal or stain wooden decks to protect them from the summer sun and moisture.
- ❑ Check and clean ceiling fans. Switch them to rotate counter-clockwise to create a cooling breeze.
- ❑ Test and adjust your thermostat settings for energy efficiency.
- ❑ Review your local municipality water guidelines for any restrictions that are in place and review your current water schedule and adjust accordingly.
- ❑ Test smoke detectors and carbon monoxide detectors. Replace batteries if needed.

*Here's a tip: Never cut more than one-third of the grass blade length in a single mowing session. Cutting more than this can shock the grass and weaken it.*

By following these summer maintenance recommendations, you can ensure that your home is well-prepared for the hotter months, maintain its value, and create a comfortable living environment for you and your family.



## Fall Seasonal Maintenance Recommendations

With the fall comes Texas football, and the time to prepare and transition your home from the hot days and summer and get ready for winter. The below list of outdoor and indoor maintenance recommendations will help you with that transition:

### Fall Maintenance

Crisp fall weather can be a great time to complete some basic maintenance tasks. Here are a few things to keep at the top of your to-do list:

- ❑ Regularly rake and remove leaves from the lawn to prevent them from suffocating the grass.
- ❑ Consider mulching leaves with a mower to create natural compost for your lawn.
- ❑ Continue mowing as needed, gradually lowering the mower blade for the last few cuts of the season.
- ❑ Aerate the lawn to improve soil drainage and reduce compaction.
- ❑ Clean gutters and downspouts of leaves and debris to ensure proper drainage.
- ❑ Drain and store garden hoses. Turn off outdoor water spigots and drain them to prevent freezing. Install insulated cover for water spigots
- ❑ Clean and store outdoor furniture and cushions.
- ❑ Inspect the exterior of your home for cracks or gaps where pests could enter. Seal them with caulk or weatherstripping.
- ❑ Check for peeling paint and touch up or repaint as needed before winter weather sets in.

*Here's a tip: Fall can also be a good time to plant perennials such as tulips or daffodils before the ground freezes.*

Inside your home, you're likely transitioning from your home's AC to the furnace. The fall season provides a great opportunity to have your furnace serviced by hiring a professional. This may also be a stipulation of your HVAC warranty.



## Winter Seasonal Maintenance Recommendations

While winter in Texas may not be as extreme as other parts of the country, it is important prepare your home for possible significant temperature changes and potential ice storms by considering the following winter maintenance recommendations:

### Winter Maintenance

- ❑ Check and clean ceiling fans. Switch them to rotate clockwise
- ❑ Seal gaps and cracks around windows, doors, and vents with weather stripping or caulking to improve energy efficiency.
- ❑ Have snow removal equipment ready, such as snow shovels, snow blowers, and ice melt.
- ❑ Keep indoor air clean by regularly vacuuming, dusting, and cleaning surfaces.
- ❑ Test smoke detectors and carbon monoxide detectors. Replace batteries if needed.
- ❑ Open kitchen and bathroom cabinet doors to let warm air in to help reduce the risk frozen pipes during times of below freezing temperatures.

*Here's a tip: If you leave for an extended period, you should set your thermostat at 55 degrees. This helps to prevent frozen pipes or other damage.*

By completing these winter maintenance tasks, you can help ensure that your home and family stay safe, warm, and comfortable throughout the winter season.



## Monthly Home Maintenance Checklist

These below monthly maintenance recommendations are always a good idea to review and consider for the benefit of your home.

- Replace the furnace filter to remove dust build-ups, make it easier to regulate your home's temperature, and ultimately decrease energy bills.
- Inspect and replace damaged weather stripping as needed.
- Check the water softener and replenish salt if necessary.
- Inspect tub and sink drains for debris; unclog if necessary.
- Test smoke alarms, carbon monoxide detectors, and all ground-fault circuit interrupters. Check the gauge and expiration date on any fire extinguishers.
- Inspect electrical cords for wear.
- Check the air vents to ensure that all your air ducts and vents are clear. If they get clogged by dust or dirt, the air can't flow properly; simply cleaning your air vents could be the answer to your problems



## Annual Home Maintenance Checklist

Inspecting your home and completing monthly home improvement projects will keep your maintenance schedule on track and easier to manage. Follow this comprehensive home maintenance checklist each month to help save time and money:

- Inspect and replace damaged weather stripping as needed.
- Clean and inspect dryer vents.
- Test smoke alarms, carbon monoxide detectors, fire extinguishers, and all ground-fault circuit interrupters.
- Inspect roofing for missing, loose, or damaged shingles and leaks.
- Mend cracks and gaps in the driveway and walkway.
- Check that indoor and outdoor air vents are not blocked.
- Flush out hot water from the water heater to remove accumulated sediment.
- Clean the garbage disposal by grinding ice cubes, then flushing with hot water and baking soda.
- Clean your condensate line with warm water and vinegar solutions 1 cup of vinegar with 1 gallon of warm water.

By following this annual home maintenance checklist, you can ensure that your home remains in good condition year-round, minimizing unexpected repairs and keeping your living environment safe and comfortable.

# MANUFACTURERS WARRANTIES

The initial OWNER will be given the appropriate forms to register the items listed below for the manufacturers' warranties. It is solely the OWNER'S responsibility to make those registrations. The ONLY warranty on those items is the manufacturer's warranty and YOUR BUILDER is in no way responsible for their performance or for any condition beyond the manufacturer's warranty.

## THE FOLLOWING ITEMS, IF INSTALLED, ARE COVERED BY MANUFACTURERS' WARRANTIES:

1. Refrigerator / Freezer
2. Ice Maker
3. Water Softening System / Equipment
4. Thermostat
5. Dishwasher
6. Irrigation System
7. Garbage Disposal
8. Trash Compactor
9. Ovens
10. Cook Tops
11. Microwave
12. Kitchen Vent Fan
13. Central Air Conditioner
14. Furnace
15. Water Heater
16. Whirlpool
17. Security System
18. Garage Door Opener
19. Light Fixtures
20. Central Vacuum System
21. Entertainment Systems
22. Sump Pump
23. Intercom Systems
24. Electric Locking Systems
25. Mirrors
26. Shower Doors
27. Plumbing Fixtures

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**There may be other supplies, materials, appliances and systems that are specifically NOT warranted under this Limited Warranty and are instead covered by the manufacturer's warranty.**



# PROHOME.



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