

WARRANTY

LIMITED WARRANTY AGREEMENT – VOLUME 2





HOMEOWNER'S MAINTENANCE GUIDE

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Chapter I

Homeowner's Maintenance Summary



The following list summarizes minimum maintenance requirements that should be performed by the Homeowner (or Homeowners Association), along with the Schedule for such maintenance. This work should be done either by the Homeowner, or by a maintenance person who is experienced and insured. A maintenance person who holds a contractor's license is typically better qualified. A Maintenance Schedule is provided at the end of this Homeowner's Maintenance Guide.

■ **Bathroom Caulk.** The caulk joints in bathrooms need to be inspected and re-caulked (if necessary) every six months. This includes the joint at the bottom of the shower, the joint between the tub and the wall, the joint where the tub or shower pan meets the floor, vertical inside corners, seats and all faucets, overflows and spigots. It is very important that these joints do not pass any water; otherwise, dry rot can accumulate and progress unseen for years. Joints should be cleaned of any old, loose caulk before re-caulking. Any mold or mildew found growing in bathrooms (or other places in the House) should be removed immediately with a mildewcide, available at most hardware stores. The cause of the mold or mildew should be discovered (for example, a leaky window or failure to use vent fan while bathing), and the cause promptly eliminated.

■ **Ceramic Tile Grout.** Grout or color caulk may crack after the first year. Once the House frame reaches equilibrium (typically in less than two years), re-grouting or caulking should not be required. Tile grout should initially be sealed and thereafter re-sealed every year. Check with your local supplier for a grout seal recommendation.

■ **Chimney Cleaning.** The chimney flue should be professionally cleaned every two years if woodfire usage is 50 fires per year, or if wax and sawdust log usage is 25 fires per year, subject to any restrictions or requirements of the fireplace manufacturer.

■ **Doors.** Patio sliding doors should have their tracks (bottom sill) swept and vacuumed monthly. The weep holes should also be inspected and cleaned as needed. Dust and dirt buildup in sliding-door tracks will interfere with the proper operation of the small wheels on which the doors slide. For swing doors, the hinges and latches should be lubricated annually with a dry lubricant specifically made for locks and latches.

■ **Drains.**

- **Deck.** Deck drains should be flushed with a garden hose and should flow freely prior to the start of each rainy season.
- **Yard.** Yard drains should be flushed with a garden hose prior to the start of the rainy season and should flow freely at the curb or at the sump (if applicable).
- **Subdrains.** If the House is equipped with a subterranean drainage system around the foundation or through the foundation, the cleanouts (if applicable) of this subdrain should be flushed prior to the start of the rainy season. Water should flow freely through the curb or into the sump.

■ **Drywall.**

- **Cracks.** Minor cracks in drywall usually appear within the first 12 months of occupancy. These cracks typically occur around doorframes, cabinets and window frames, and can be caulked easily.
- **Nail Pops.** Nails will sometimes back out of the drywall as the frame of the House dries out. This is not a structural problem, but the nails should be redriven and the heads spackled and painted with touch-up paint.

■ Electrical.

- **Aluminum Wiring.** While most household wiring is copper, the larger wires (known as cables), are likely to be aluminum. All wires are typically covered with insulation. Aluminum cables are often used to provide power to air conditioners, heat pumps, electric clothes dryers and electric ovens. Aluminum is a softer metal than copper. Over time it can deform, or “creep,” where it is connected. When aluminum creep occurs, the connection is no longer tight and sparking jumps through the gap. Appliances will consume more power and breakers will trip. It is recommended that the terminal connections of aluminum cables be inspected and tightened, if necessary, by a qualified, licensed electrical contractor within the first two years after occupancy.
- **Closet Ceiling Lights.** Light bulbs in closets must be covered with a lens or globe as part of the fixture. When changing bulbs in any light fixtures, do not exceed the manufacturer’s recommended wattage for the bulb, and do not leave the fixture cover off. Lights left on in closets can generate a significant amount of heat and become a fire hazard. Turn lights off when not in use.
- **GFI’s (Ground Fault Interrupters).** GFI’s should be tested monthly. When testing, pressing the black TEST button should cause the red or white RESET button to pop out. Press the RESET button to restore the circuit. If the GFI will not reset, it may be faulty or there may be an open circuit. Contact a qualified, licensed electrical contractor to check the circuit.

■ Fencing.

- **Wood.** The condition of wood fences should be inspected every spring. Look for nails that have backed out of boards, fence posts that are leaning and kickboards (at the bottom) that have rotted. All leaning posts should be straightened and all loose boards should be re-nailed. If kickboards have rotted significantly, they should be replaced.
- **Wrought Iron.** Wrought iron gates and fences should be inspected four times a year to check for rust, particularly at the bases of all posts. If rust is discovered, it should be scraped away and the section should be painted with rust-resistant touch-up paint.
- **Stucco.** Stucco fencing (patio fencing) should be inspected annually in the springtime. Cracks on the top of the fence should be caulked and repainted and fence-post bases should be inspected for dry rot. All dirt should be removed from the fence-post bases.

■ **Fireplaces and Gas Appliances.** Manufacturers recommend inspections and servicing of these gas appliances at least once a year by a qualified service technician. Proper gas/air mixture and venting not only provide a flame pleasing to the eye, but are critical for the complete combustion and removal of gas fumes and other hazardous wastes. Always follow the manufacturers’ instructions for use. Homeowners should check the instruction manual or contact the manufacturer for cleaning instructions for glass and logs.

■ **Fire Sprinklers.** Fire sprinklers should be checked for leakage on a monthly basis. Pressure regulators need to be monitored on a monthly basis. Do not allow the pressure regulators to exceed recommended levels determined by the manufacturers. Contact a licensed fire sprinkler contractor if you observe any leakage or abnormal pressure levels. Fire sprinkler alarms should be tested at exterior valves twice per year.

■ **Furnace Filters.** If the House has heating and air conditioning, the furnace filters should be changed at least three times per year or at the filter manufacturer’s recommendation. If the House has heating only, the furnace filters should be changed prior to the winter season. If the Homeowner lives in an area with considerable wind-driven dust, the above filter change schedule should be doubled. Use high-quality filters that maximize the removal of particulate matter from the air.

■ Garage Doors.

- **Automatic Opener.** Automatic openers, whether they are chain drive or screw drive, should have the drive mechanism (chain or screw) lubricated with a light grease annually.
- **Bolts.** Garage doors vibrate while opening and closing. Therefore, it is important that an inspection be made every six months for the first year and annually thereafter to ensure these bolts remain snug.



- **One-Piece.** One-piece garage doors (doors that raise and lower as one single piece) with automatic openers or garage doors without automatic openers should be lubricated at the hinge points every six months with 30w oil. The keepers/tension rods (the long threaded rods that run across the top and bottom) should be kept tight to prevent the door from sagging in the middle.
- **Sectional.** Sectional doors (doors that roll up into the garage ceiling on tracks) should have the moving parts lubricated with 30w oil annually.
- **Weatherstripping.** Check flexibility and contact with floor.

■ **Gutters and Downspouts.** Gutters and downspouts should be cleaned and flushed twice annually: first, just prior to the rainy season; and second, during the rainy season, after the trees have shed their autumn leaves. Branches that overhang roofs and gutters should be pruned.

■ **Insect Control.** Insects, particularly termites and carpenter ants, can be harmful to the structure of the House. An annual inspection should be made of the foundation, both on the outside and inside of the crawlspace, if applicable. Look for brown termite tubes running up the foundation walls and bore holes of carpenter ants on the exterior of the House. Homeowners should pay close attention to pest-control maintenance and should not hesitate to call a pest-control service if destructive insects are suspected to be present. Firewood should be stored away from the House in a structure or holder that is not in contact with the ground. Vines should not be allowed to grow on the House; they attract insects.

■ **Irrigation Sprinklers.** Irrigation sprinklers should be checked frequently to be sure that the heads are clean and do not spray against the House, and that sprinkler lines have not broken during the winter. Spray patterns should also be checked during the growing season. During the rainy season, irrigation controller times should be reduced to avoid overwatering and flooding.

■ **Landscaping.** The single biggest mistake new homeowners make is overwatering. In addition to wasting costly natural resources, overwatering can actually damage lawn and plant growth, as well as lead to water underneath your home, which should be avoided. Irrigation systems should be set at the minimum amount that supports green growth. During summer months, this usually means setting stations at no more than 2–3 minutes per station. Contact your local nursery for more exact advice for your climate, lawn and planting material.

■ **Locks.** Once a year, or when locks become stiff, apply a dry lubricant as directed into the lock. Use a lubricant specifically designed for locks; avoid use of popular synthetic oil sprays, which can form a gummy residue on lock parts.

■ **Registers and Supply Air Ducts.** These should be cleaned out once a year. As you switch between cooling and heating, adjust the registers with the attached adjustable lever to provide greater comfort, room by room. This is even more important in homes with dual systems.



■ **Roofs.** Visually inspect two times per year for any broken tiles, which should be replaced by a licensed professional. Also, using a long-handled broom or rake, sweep away debris that has accumulated in valleys. Stand on a ladder, not on the tile. Keep tree branches trimmed away from roofs. Never walk on roofs.

■ **Sink Traps.** Depending upon frequency of use, sink traps should be cleaned with a cleanser approved for the type of plumbing pipes under the sink (plastic or metal). For a kitchen sink that receives daily use, a cleaning every 60 days should be sufficient. DO NOT put sink cleaner into a garbage disposal. It may corrode the cutting-blade edges. Pipes under sinks should be checked periodically for loosening (from garbage-disposal vibration) or leakage.

■ **Smoke Detectors.** Most smoke detectors are hard-wired with a battery backup. Whether hard-wired or not, batteries should be replaced twice a year. While most units beep when batteries are low, changes twice a year are still recommended. Also, vacuum smoke detectors at least once a month and test the unit by holding the test button until the alarm sounds.

■ **Solid-Surface Countertops.** Do not apply cleansers or countertop-surface enhancers such as Pledge® or Formula 409® to a new, solid-surface countertop. These products attract and cause discoloring items such as coffee, wine and ketchup to adhere to the surface. The new, non-porous, bacteria-free, solid-surface countertop will remain in its natural state if it is simply wiped off with a soft sponge or cloth, using an ammonia-based product such as glass cleaner, or with a mild soap-and-water solution. For integral solid-surface sinks, use a mild abrasive such as Soft Scrub® to cut any grease or discoloring buildup that has accumulated on the surface of the sink. Clean off any harsh chemicals such as nail polish remover as soon as possible. Do not cut directly on the solid-surface countertop or slide any rough-edged objects across the countertop; this will create surface scratches in almost any type of countertop. To prevent shocking the surface of any type of sink, do not pour extremely hot grease or water into any sink without simultaneously running cool water. Do not place extremely hot items, like sheet pans from a 450-degree oven, directly on the countertop or in the sink.



■ **Stucco.** Some surface cracking may appear as your home settles and the wood expands and contracts. Make sure stucco walls remain free from plants or vines to prevent staining and deterioration.

■ **Trim and Siding.** The term “trim” refers to the wooden trim either abutting the stucco or placed on the wooden siding around windows and doors. The trim should be inspected each year prior to the start of the rainy season;

if the trim is pulled away from the House or the caulking has deteriorated, these areas should be re-caulked. If warping or twisting is severe (more than 1/2 inch), the trim should be replaced. Do not caulk the bottom gap of the trim piece over a window or patio door. Also, the siding (exterior wall materials such as panels, lap boards, shingles, or other non-stucco, non-brick or non-stone material) should be inspected for warpage and protruding nails. Inspections should be annual, prior to the start of the rainy season. Warpage should be caulked and painted, and protruding nails should be pulled and replaced with a slightly larger nail. Use hot-dipped, galvanized, box or common nails in exterior applications. Drive the nail head even with the siding; DO NOT drive the nail head into the siding. Driving the nail head into the siding may break the seal and cause the siding to swell and leak during precipitation. Touch up all work with caulk and paint.

■ **Vents.** This includes kitchen-hood filters, and bathroom and laundry fans. The hood filters should be removed and washed with a grease-removing cleanser at least four times a year, depending upon use. Bathroom and laundry fans should be vacuumed with a hose vacuum and crevice tool at least once a year.

■ **Water Heater.** To prolong the life of the water heater, accumulated sediment should be removed from the heater tank once a year. This task can be performed by attaching a thick-wall garden hose to the drain spigot at the bottom of the tank and draining out no more than two gallons. **Since the water being drained is very hot, be very careful that the hot water does not come into contact with persons, animals, plants or any material that could be damaged by scalding water (120 degrees Fahrenheit to 160 degrees Fahrenheit).**

■ **Windows** (includes Patio Doors and Sliding Glass).

- **Frames/Tracks.** The tracks of windows and patio doors should be swept and vacuumed frequently to prevent dust and debris buildup. Clean window and door tracks, allowing the sliding vent to move more freely, so that the drainage through the weep holes will not be impaired by any wet debris. In open areas where there are ongoing construction or agricultural operations that generate dust, track cleaning should be done weekly. To limit potential mold/mildew growth from condensation, window frames should be cleaned regularly.

- **Seals.** Inspect for broken or breached window seals in dual-pane windows at least twice a year. Windows with broken or breached seals are easily identified by the presence of a moist, foggy or filmy condition between the two panes of glass. When this condition exists, the insulating value of the window is greatly diminished. The window cannot be repaired; it must be replaced. Note that seals can be broken by misuse of the window. Be sure not to slam windows in either direction. Contact the manufacturer for suggested lubricants for continued proper operation. Typically, dual-pane windows should be pushed open, not pulled.
- **Weep Holes.** The weep holes at the bottom of windows and patio doors allow water to drain out from the track during rainstorms. Weep holes should be inspected at least annually to make sure that no debris has plugged the holes and that rainwater will drain freely from them.

Chapter 2

10 Most Common Mistakes Made by New Homeowners

1. Alteration of Finished Grades.

Alteration of finished grades that were established by the builder at the time of the House's delivery is a common problem. Grades around the House are designed to allow rainwater and irrigation water to flow away from the foundation. Alteration of the grades by a homeowner or a contractor hired by a homeowner (such as a swimming pool or patio contractor), can result in movement of the House's foundation. Homes in California are typically graded away from the house. Your lot drainage has been designed by a registered civil engineer. It is critical that the homeowner maintain yard areas as originally designed and graded at close of escrow. Homeowners must not add improvements that reduce the grade or interrupt it in any way. A slight V-shaped impression, called a swale, is cut in the lot. Rainwater is intended to flow away from the house, to the swale and then eventually to the street or some other approved storm-water collection system. Unfortunately, Homeowners or after-market contractors will often pour sidewalks and patios directly on top of

the finished grade, thus altering the water flow by trapping it between the walkway and the house. Swimming pool contractors have been known to set their decks and coping too high, causing water to flow back toward the house. Often, the net effect of altering the storm-water flow around the house causes water to seep under the foundation. Many California soils that are high in clay content will not permit water to readily pass through. The resulting swelling soil may actually lift the House foundation and cause extensive interior and exterior damage.

2. Concrete Patio Poured Too High.

In addition to being poured with a 2% slope, a concrete patio or deck should be poured at least two inches below door thresholds or the stucco weep screed (a weep screed is the metal band at the bottom of the stucco just above the ground). The weep screed allows water that may be behind the stucco to "weep" out and run down the foundation. Pouring the patio or deck too high can result in rainwater being drawn back into the stucco or behind the siding. As a result, decay

of the structure may occur, providing an excellent route for termites to enter the building. Since the finished grade should be maintained six inches below the house slab, any installed concrete work should not trap water against the foundation. In addition, planters should not be allowed to fill above the required grade.

3. Deck Trellis, Sunscreen or Lanai Structure Attached Improperly.

This description includes other structures that are connected to the house. There are many proper ways to create a watertight connection between the deck trellis or the lanai structure and the house. Unfortunately, these "add-on structures" are often just nailed or bolted directly to the outside wall of the house. Inevitably, rainwater finds its way into the penetrations and the dry-rot process begins. It is critical that the ledger (the board that is placed up against the side of the house) be either flashed with a metal flashing or caulked in an industry-approved manner. If bolts are used to attach the ledger board to the House, the boltholes should be filled with caulk. **Note: Nearly all**

local governments require a building permit to construct a trellis or lanai that is attached to the House. A trellis or lanai is considered a structure that could fall down and cause injury; hence, a building permit is usually required.

4. Irrigation Sprinkler Heads Spray Against the House. Irrigation sprinkler heads that spray against the wood siding, masonry or stucco walls of a house can cause rotted walls and leaching of the color from the stucco. Exterior walls are not constructed to withstand the rigors of constant exposure to landscape irrigation. Irrigation water that pools at the base of a foundation can lead to upward movement of the foundation. It is important that all irrigation spray be directed away from the house rather than toward the house. Spray heads should be checked regularly during the irrigation season to make sure that they do not point toward the house. It is also important to recognize that as landscaping grows, spray heads should be raised, relocated or, in some cases, eliminated, to keep moisture away from the side of the house. Particularly vulnerable to irrigation spray are posts from overhead decks that have shrubbery growing closely around them.

5. Bathroom and Laundry Vent Fans Disconnected or Unused. Bathrooms and laundries are areas of high humidity. Bathroom, shower and laundry fans should never be disconnected, and fans should always be turned on during room use. Failure to use the vent fans can result in water vapor getting into the drywall, the electrical outlets and even the framing members. Over time, mold, mildew and

fungi may grow in these areas. Water vapor that condenses on walls and windows can eventually find its way into the structure of the house and weaken the structure through dry-rot. Use of humidifiers is discouraged, other than occasional use and then only in well-ventilated areas.

6. Walking on the Roof. A Homeowner should never walk on their roof. Not only can walking on the roof be a slip-and-fall hazard, but untrained persons are likely to break the roof covering and cause roof leaks. Most houses built today have one of three types of roof covers: concrete or clay tile, wood shakes or shingles or



composition shingles. A few houses today are constructed with flat roofs, also known as built-up roofs. Cleaning of gutters and roof valleys should be done from a ladder and not by standing on the roof. If an object is thrown on the roof, such as a child's toy, it should be retrieved from a ladder and with a telescoping pole rather than by walking on the roof.

7. Upper Cabinets Overloaded. While lower cabinets rest on the floor, upper cabinets are hung from a wall using

screws or nails. By stacking heavy dishes and glassware in upper cabinets, a Homeowner can load the cabinet beyond its capacity. This can result in sagging shelves or, worse yet, detachment of the cabinet from the wall. Heavy china and cookware should always be placed in the lower cabinets. In a related item, cabinet drawers are often overloaded and then pulled out too far. This action results in the plastic guide's being snapped off at the back of the cabinet drawer. Do not overload cabinets, shelves or drawers.

8. Floor System Overloaded.

Homeowners often have a choice of many wooden floor systems to install in their homes. All systems must meet the minimum requirements for floor deflection (up-and-down movement) that are set forth in the building code. Many Homeowners are surprised to learn the building code permits more deflection than is considered comfortable. Household items such as waterbeds, pool tables and exercise equipment can cause significant floor deflection, even though the house is built in accordance with the code. Many houses have a concrete-slab first floor and a wooden second floor.

Keep heavy items on the first floor, if possible, particularly if the first floor is a concrete slab.

9. Tinting of Dual-Pane Windows.

Many new homes in California are constructed with dual-pane windows (also known as double-glazed windows and insulating windows). Dual-pane windows should never be tinted because tinting causes the window seal to break. Windows with broken or ruptured seals are easy to identify: They have moisture between the panes

of glass. Homeowners should never tint a dual-pane window unless it is specifically approved in writing by the window manufacturer.

10. Plumbing Lines/Low-Flow Toilets. In compliance with local building codes, low-flow toilets have been installed in your new home. They may require more

than one flush, and certain products should not be flushed, such as feminine hygiene products, paper towels and other bathroom products.

Chapter 3

Additional Problems to be Avoided by New Homeowners

■ Hanging a Ceiling Fan From a Light-Fixture Box.

Light-fixture boxes in the ceiling are not designed to carry the weight of a ceiling fan. Ceiling fans have a special mounting box that requires a different mounting system than a typical light-fixture box. If a ceiling fan is hung from a light-fixture box, the vibration of the fan and the weight of the fan may cause the box to rip out of the ceiling. Ceiling fans also have special electrical connection requirements that differ from ordinary light fixtures. Do not hang ceiling fans from a light-fixture box.

■ Placing Plastic Deflectors Over Furnace Vents.

These vents, known as warm air-supply grills, are often placed in front of a window or sliding-glass door (either in the floor or ceiling). They are designed to sweep the air from these areas and mix it with the air in the center of the room. By placing these deflectors over the grills, the Homeowner creates a space of stagnant air with high humidity during the rainy season. Moisture condenses on the windows and may rot the windowsills and structural members inside the wall. Mold and mildew are likely to grow in these areas. Plastic deflectors should never be used on warm air-supply grills.

■ Cracking Fireplace Linings.

Generally, fireplace linings are either a cast panel of simulated brick, or real brick with mortar between each brick. All fireplaces require a series of low-heat fires to “cure” the fireplace lining. By initially building a very hot fire (by burning sawdust, wax logs, newspapers or gift wrappings), intense heat can be generated and cause the fireplace lining to crack. Never burn paper or other composite products in the fireplace. Be certain to follow the manufacturer’s instructions at all times.

■ Placing Rugs or Nonbreathable Coverings Over Wood and Synthetic Decks.

Decks need to breathe, even decks with synthetic coatings. By placing nonbreathable coverings (such as indoor/outdoor carpeting) over wood and synthetic decks, moisture will be trapped between the bottom of the covering and the top of the deck. This can result in rot and the deck’s premature failure. Avoid using nonbreathable coverings in this manner. Rubber-backed mats (throw rugs) over vinyl may cause vinyl to discolor.

■ Security Alarm Installation/Penetration of Windows and Walls.

If an after-market alarm is installed by the Homeowner, or by a contractor who has not been hired by the builder, great care should be taken to seal all penetrations through windows and walls to avoid future dry rot. Never drill into the bottom track of a window or door to install an alarm contact.

■ Nailing Fences to House Walls.

Nailing any part of a fence to a house wall invites two problems: trapping rainwater between the fence post and the house wall, and invasion of termites through the fence into the house structure. The terminating fence post should be placed in the ground beside the foundation and should not be attached to, or come in contact with, the House.

Chapter 4

Recommended Maintenance Schedule for Homeowners

ITEM	MAINTENANCE	FREQUENCY	DATE PERFORMED			
Air Conditioner	Turn on twice during winter months to prevent mechanical parts from sticking.	Twice a year				
Bathroom Caulk	Seal joints that are subject to water contact to prevent leaks, dry rot, mold and mildew.	Twice a year				
Ceramic Tile Grout	Seal grout with silicone-based sealer; cracked grout should be caulked with a caulk specifically made for filling grout. Sealing and caulking improves appearance and prevents leaks.	Annually				
Chimney Cleaning	Removes buildup of tar and creosote from the flue; prevents flue fires. This task should be performed only by a qualified professional.	Every two years				
Doors	Vacuum tracks monthly, and lubricate hinges and latches annually to keep parts operating smoothly.	Monthly and annually				
Drainage	Prevent drains from backing up and flooding during the rainy season by removing debris from ditches and swales. Maintain positive drainage away from buildings.	Annually				
Drywall	Set nails, caulk and paint to improve appearance of finished interior-wall surfaces.	Annually				
Electric (GFI test)	Test GFI circuits (kitchen, bath, garage and outdoor) monthly to check safety of electrical circuits.	Monthly				
Electrical (wiring)	Eliminate possible fire hazards and open circuits. Within first two years, all connections should be checked for tightness. This task should be performed only by a qualified professional.	Every two years				

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ITEM	MAINTENANCE	FREQUENCY	DATE PERFORMED				
Fences (inspection and repair)	Inspect and repair fences to retain privacy and security, and to prolong life of fence. Wrought iron should be checked for rust four times a year.	Annually and quarterly					
Fire Sprinklers	Increases evacuation time. Critical life/safety device. Check for leakage.	Monthly					
Fireplaces and Gas Appliances	Check for proper, safe operation.	Annually					
Furnace Filter Change	Change filter to remove dust and pollen from interior air, improve furnace efficiency and consume less energy.	Three times a year					
Garbage Disposal	Fill with ice and operate to clean and sharpen.	Monthly					
Garage Door Systems	Lubricate to promote smoother, quieter operation and extend system life. Tighten keepers/tension rods to avoid sag on one-piece doors.	Twice a year					
Grounds	Inspect for pavement breaks, heaving sidewalks from tree roots, dry rot at decks and blockage of drainage system to avoid more expensive repair costs.	Annually					
Gutters and Downspouts	Clean gutters and unclog downspouts to prevent overflow onto walls, prevent eave leaks and extend gutter life.	Twice a year					
Insect Control	Detecting and treating early will help prevent structural damage and help control annoying pests. If found, treat monthly. This task should be performed only by a qualified professional.	Annually					
Irrigation Sprinklers	Direct water spray properly to eliminate excess watering, staining of exterior walls and dry rot of structures.	Monthly					

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Recommended Maintenance Schedule for Homeowners and Homeowners Associations

ITEM	MAINTENANCE	FREQUENCY	DATE PERFORMED				
Registers and Supply Air Ducts	Clean registers and air ducts to help remove dust and pollen from interior air.	Annually					
Roof Inspection/ Maintenance	Detect and correct conditions that can lead to leaks and premature roof replacement. This task should be performed only by a qualified professional.	Twice a year					
Sink Trap Cleaning	Clean sink trap to avoid backups and plugged drains, and to promote sanitation. Only use cleaners recommended by manufacturer.	Every two months					
Smoke Detectors	Critical fire alert and life/safety device. Vacuum unit, test monthly and change batteries twice a year to maintain.	Monthly and twice a year					
Thermostat	Change batteries if battery-powered or use a battery backup.	Twice a year					
Trim and Siding	Caulking and painting keeps system water tight, improves appearance, extends major maintenance periods and reduces chances of mold and mildew.	Annually					
Vents	Kitchen vent filters remove cooking-related vapors and should be cleaned at least four times a year. Bath and laundry fans remove water vapor and should be cleaned at least annually.	Quarterly and annually					
Water Heater (partial drain)	Partially drain water heater to extend its life, provide more efficient operation and use less energy.	Annually					
Windows (tracks and weep holes)	Check weep holes in tracks to keep windows sliding freely, and prevent standing water in tracks and potential leaks.	Twice a year					
Windows (dual-pane seals)	To ensure insulating ability and improve appearance, replace the dual-pane seals and broken seals when windows appear foggy. This task should be performed only by a qualified professional.	Annually					





For more information, call 888-KB-HOMES or visit kbhome.com