

CARE & MAINTENANCE

OF YOUR WALTERS BUILDING



SUMMER

- **Inspect locks on doors and windows**
Oil any locks that stick and clean drain channels on the bottom of your windows.
- **Inspect for termites and other pests**
Inspect the columns, splashboards, eaves, and attic for termites, carpenter ants, and other wood pests. If you see signs of wood damage, call a professional exterminator. Look under the eaves for wasp or hornet nests. Handle wasp or hornet nests with care and call in a professional if necessary.
- **Inspect siding**
Check siding and trim around windows and doors for holes, dents, and gaps. Repair with appropriate sealants according to manufacturer's instructions.

FALL

- **Inspect the roof**
Hire a licensed roofer to replace missing or broken shingles, shake pieces, tiles and steel panels. Make sure the flashing around vent pipes, skylights, and the chimney is secure.
- **Unclog the gutters**
Clean the gutter channels, and clear downspouts of debris. Make sure that the downspouts funnel water away from the building. Replace broken or deteriorating gutters or downspouts.
- **Inspect the foundation**
Look for signs of water damage. Make sure that dirt around the building is graded to drain water away from the building.
- **Check the vegetation**
Walk around your building and trim back any vegetation that is rubbing on your building. Don't spray any weed killers on or close to any steel panels.
- **Insulate**
Replace or add caulk or weather stripping around doors or windows, between the foundation and siding, and wherever bricks and wood make contact. Both of these flexible sealants degrade over time. Make sure you have sufficient attic insulation. Most areas require at least twelve inches of insulation material.
- **Lubricate hinges**
Apply oil to door and window hinges. Don't forget garage doors.

WINTER

- **Protect pipes from freezing**
Insulate any water pipes that are exposed to extreme cold (especially check pipes on the north side of building). Cover outdoor water faucets.

SPRING

- **Check the vegetation**
Walk around your building and trim back any vegetation that is rubbing on your building. Don't spray any weed killers on or close to any steel panels.
- **Repair winter damage**
Look for sagging gutters, loose window frames or siding, deteriorating concrete or brickwork, missing roof shingles, or water damage under eaves or soffits. Schedule repairs promptly.
- **Patch and paint**
Check exterior walls for holes or cracks; patch and paint as necessary.
- **Fans and air conditioners**
Clean fan blades using mild soapy water. Check the central air-conditioning unit for debris and obstructions; vacuum the main condenser coil on top of the unit. Check the operating condition of window air-conditioning units; remove and wash filters in mild soapy water.
- **Clean windows**
Wash windows, screens, and windowsills; repair any winter damage.
- **Check exhaust fans and vents**
Make sure all exhaust fans and vents are clean and clear.
- **Clean dirt from exterior surfaces**
Inspect the walls of your building and wash off any dirt that may have accumulated over winter with a mild soap and warm water.