



Before Requesting Maintenance Check:

For faster resolution, review the following list of suggestions before calling maintenance. You can also find helpful maintenance tips and advice in your resident account. This is a table but there is no table style design

Smoke detector won't work when tested

- Monthly check and replace battery. Notify maintenance at once if not working.
- Smoke detector beeps softly on and off, Check and replace battery.

No power to plugs or switches

- Check breaker panel or fuse box. Check and reset.
- Check all GFI plugs and push reset button.

Garbage disposal not working

- Push reset button on disposal or use allen wrench and turn.
- Check for silverware or large food scraps and clear out clog

No hot water,

- Check thermostat on hot water tank. Turn up temperature, if needed.
- Is pilot light lit? (Gas Water Heater Only)
- Check breaker panel or fuses box for tripped switches

Hot water "TOO HOT"

- Check thermostat on tank and turn down.

Faucet or toilet leaks

- Turn off water fixture under sink, toilet at valve and notify maintenance.
- Turn off water at main water line (near sidewalk or street, major leaks only)

Toilet Clogged

- Try plunger, then flush
- If still plugged call maintenance. If clog is caused by anything other than toiletpaper (including flushable wipes), expense will be posted to your ledger. You can call a plumber directly and pay to unclog. "Flushable" wipes are not meant to be flushed down the toilet.



Sink clogged

- Remove hair from drain
- Use draino or similar off the shelf product

Heater not working

- Check thermostat. Replace batteries, if needed.
- Check button or pilot lights. Furnace covers on correctly? Is pilot light lit?
- Breaker tripped? Check Breaker box

Dishwasher won't drain

- Clean food out of bottom of dishwasher.
- Clean float. Rinse dishes before washing. Use jet dry once a month. Jet dry prevents hard water build up.
- Newer dishwashers have error code. Google brand name of dishwasher plus error code for easy, diy fixes

Refrigerator too warm or too cold,

- Check thermostat, adjust as needed.
- Clear out ice bin from automatic icemaker yearly. Not doing this can cause ice blocks/water issue in fridge.
- Check back of fridge for dust. Clean if needed (air flow needed for proper cooling)
- Check drain hole in bottom of fridge (google make/model for location)