

Why Proper Maintenance is Essential



Owning a home is still the American dream, but homeownership takes work. It requires maintenance and care to keep your home looking great, operating efficiently, and ultimately retaining its value.

To properly maintain your home, you should set and follow a regular schedule.

There are monthly, seasonal, annual and semi-annual activities and tasks that need to be done to keep your home systems running efficiently and your appliances protected from unneeded wear and tear.

If you are new to homeownership, you may not know or understand everything that needs to be done to maintain your home. If you recently built a new home and are under the impression that everything is new so you don't have to worry about maintenance for a long time,

You may pay big bucks on repairs down the road. Preventive maintenance, with all the time and money it consumes, is still far more cost effective than the crisis management approach of waiting until something breaks and then scrambling to have it repaired.

Preventive maintenance can avoid expensive repairs, extend the life expectancy of your appliances, and in some cases, reduce energy consumption.

If you need another reason to properly maintain your home here it is: When something breaks down due to lack of proper maintenance, your home warranty plan typically does not cover the repair costs.

Many homeowners do not realize that ***lack of maintenance is not covered by a home warranty policy or homeowner insurance policy.*** That's right. As a rule of thumb, most home warranty plans do not cover system or appliance failures if you do not properly maintain the equipment. In addition, many will not cover preexisting conditions or failure due to improper equipment installation or modification. **Properly maintain your home to save on costs, extend the life of your appliances and preserve the long-term value of your home.**

Home Sweet Home

Homeownership can be one of the most important and rewarding investments you make in your life, but it comes with ongoing responsibilities. To preserve the value of your home and avoid costly repairs down the road, stay up to date on your home's maintenance needs, and consider a **House Maintenance Plan**.

While every appliance will need to be replaced sooner or later, and homes do require repairs as they age, the better you maintain your home, the fewer and farther between those costs and repairs will be.

Hassle Free **NORMANDIN SERVICES** manages your house so that you do not have to. We accomplish that through one basic service: **we conduct a monthly maintenance visit** during which we handle all of the basic maintenance and minor repair needs of the house. If other services needed to maintain and enhance your home like window and gutter cleaning, Caulking, Painting or any other work, we will make an estimate and schedule an appointment to perform the repairs or upgrades on your home.

Each month we complete a thorough inspection of the home and conduct the basic maintenance tasks required to keep the house in good shape. Each month we Inspect/Replace light bulbs Inspect/Replace furnace filters, lubricate doors, check and clear drains, inspect weather stripping and several other tasks as part of an extensive maintenance checklist.

Repairs that need to be made are discussed and approved in advance by you and will be at an additional cost,

Only the small repairs that is included in monthly plans (part needed not included)

Routine of our Monthly House Maintenance Program Services

Monthly Visit

General

- Check/Replace Light Bulbs
- Test Smoke/CO Detectors
 - Check Fire Extinguishers
- Service Doors/Hinges/Locks
- Inspect/Lubricate Sliding Door Tracks
 - Check Window Glass/Screens
- Look For/Repair Settlement Cracks/Pops
- Inspect/Repair if any cracks on wall/Ceiling

Utilities

- Inspect/Clean HVAC Filters
- Drain ½ Gallon From Water Heater
 - Inspect/Empty Dehumidifier
- Inspect/Empty House Vacuum Containers

Kitchen and Bath

- Inspect/Repair Tub/Shower Caulking
 - Inspect/Repair Sink Caulking
 - Inspect/Repair Grout In Showers
 - Inspect/Clear Drains
 - Inspect/Clean Faucet Aerators
 - Inspect/Repair Toilets
- Operate/Lubricate Bath Ventilation Fans
 - Inspect/Repair Counter Caulking

Monthly Visit Continued

Exterior

- Inspect/Repair Exterior Facing On House (every visit)
 - Inspect/Repair Exterior Caulking (JUN)
 - Inspect/Clean Gutter (MAY) (OCT)
 - Inspect/Repair Patio / Deck (MAY)(SEP)
- Inspect/Repair Small animal Hole on exterior wall (MAY) (NOV)
-

Seasonal Services (included in our monthly routine)

JANUARY

Clean Dishwasher Screens/Air Gaps
Operate All Interior Water Shut Off Valves
Change Furnace Filters

FEBRUARY

Clean Refrigerator Coils
Replace Drinking Water Filters

MARCH

Change Batteries Smoke/CO/Thermostat

APRIL

Turn On Exterior Water/Attach Hoses
Operate All Windows/Doors & Inspect Glass
Inspect/Replace Weather Stripping
Install Window/Door Screens
Change Furnace Filters
Cleaning Dryer Vent

MAI

Inspect/Trim Branches In Contact With House
Inspect Roof
Inspect Attic For Animals/Leaks
Operate Attic Ventilation Fan
Uncover House Attic Fan

Continued on next page

Seasonal Services Continued

JUNE

Service Garage Doors
Replace Garage Opener Batteries (need code)

JULY

Inspect/Replace Washer Hoses
Clean Dryer Vent
Change Furnace Filters

AUGUST

Replace Drinking Water Filters

SEPTEMBER

Change Batteries In Smoke/CO Detectors

OCTOBER

Operate All Windows/Doors & Inspect Glass
Inspect/Replace Weather Stripping
Change Furnace Filters

NOVEMBER

Install Storm Windows/Doors
Cover House Attic Fan
Turn Off Exterior Water/Store Hoses
Clean HVAC Return Vents
Cleaning Dryer Vent

DECEMBRE

Outside Inspection for any damage
Inspect inside windows for any air leak

1- We take care of the preventive maintenance that is often neglected but that is needed to keep your home in prime condition.

2- We free up the valuable time you might otherwise waste waiting for a repair man or searching the yellow pages for a painter.

3- We give you a trusted single source for dealing with anything that goes wrong in your home.

**See our three available Monthly Plans!
On the next pages**

Monthly Plans

MONTHLY PLAN A "ENJOY"

Start at 100\$ depend size of the house & Location!

What is not including: Furnace filter & Caulking.

What is include: Battery for smoke detector & Carbone Monoxide detector, Battery for garage door remote, Light bulbs, Lubricant for hinges and garage door, Products for cleaning drains, Small repair under 30 min And part under 20\$ included.

*Because you are a preferred client, all repairs will be performed with preferential treatment. No waiting or very little wait time for the repair to take place.

***Get 5% discount if you choose to pay for the full year!**

*And get an access to a login page on our website with all your pertinent information about all inspections performed on your home

MONTHLY PLAN B "LIBERTY"

Start at 175\$ depend size of the house & Location.

Everything included like, Battery for smoke detector & Carbone Monoxide detector, Battery for garage door remote,

Light bulbs, Furnace filter, Interior Caulking, Lubricant for hinges and garage door, Products for cleaning drains, Small repair less than one hours and part under 30\$ included.

*Gutter cleaning once a year And Interior & Exterior windows cleaning once a year

*And all repairs recommended at the monthly visit at \$ 5.00 less per hour than the regular hourly rate

*Because you are a preferred client, all repairs will be performed with preferential treatment. No waiting or very little wait time for the repair to take place.

***Get 10% discount if you choose to pay for the full year!**

*And get an access to a login page on our website with all your pertinent information about all inspections performed on your home

MONTHLY PLAN C "LIVE MY LIFE"

Start at 250\$ depend size of the house & Location.

Everything included like, Battery for smoke detector & Carbone Monoxide detector, Battery for garage door remote,

Light bulbs, Furnace filter, Interior Caulking, Lubricant for hinges and garage door, Products for cleaning drains, Repair less than two hours and part under 50\$ included.

*Gutter cleaning once a year, Interior & Exterior windows cleaning once a year, Interlock or Paved driveway pressure washing once a year (size limit) Grass removing & Sealing not included on driveway & Deck and Patio cleaning once a year including patio furniture.

*And all the work to be done, not just recommended to the monthly visit to \$ 5.00 less per hour than the regular hourly rate

* Because you are a preferred client, all repairs will be performed with preferential treatment. No waiting or very little wait time for the repair to take place.

***Get 10% discount if you choose to pay for the full year!**

*And get an access to a login page on our website with all your pertinent information about all inspections performed on your home.

Every month after the monthly visit, you will receive a Monthly Statement of Service,
With the Repairs To Do, Repair Completed & Recommendations

All your inspections data will be stored on your secured account, And accessible only by a password on our Website! Your password and your HMP # will be provided at the first contract payment.



Yes I am interested to join the House Maintenance Program!

I'm interested in the plan

- A - ENJOY**
- B - LIBERTY**
- C - LIVE MY LIFE**

I'm interested to pay in one payment and enjoyed a discount of 5% to 10%

I'm interested to pay in 6 equal monthly payments with no interest

I am interested to pay in 12 equal monthly payments with no interest

I prefer to do my single payment or my monthly payments by,

- Cash
- Checks
- Bank transfer by e-mail

I want the first visit starts in the month of: _____, we will call you back for the day.

I understand that a monthly routine of the interior levels 1 and 2 should take no more than approximately 2 to 3 hours. Depending on the package chosen.

The seasonal service call, which includes, roof, gutters and other exterior inspections could take as long as 3 to 5 hours.

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Please provide your personal information

Name: _____ Signature: _____

Address: House # _____ Street Name _____

City _____ Province _____ Postal Code _____

Phone # () _____ Cell # () _____

Please print this agreement and answer the questions, then scan it and re sent us by e-mail

E-MAIL: s.normandin@bell.net **PHONE / TXT MSG #.** 613.294.3439

Website. normandinservices.wix.com/normandinservices

**You may at any time terminate the contract without any penalty provided the months of the visit is paid*