

Seasonal Maintenance Alert

Dear Property Owner,

As we approach the changing season, we would like to remind you of some essential maintenance tasks that should be addressed to ensure your property remains in excellent condition.

Recommended Maintenance Tasks:

- Inspect and clean gutters and downspouts
- Check the roof for any missing or damaged shingles
- Service HVAC systems to ensure optimal performance
- Inspect and seal windows and doors to prevent drafts
- Winterize outdoor faucets and irrigation systems

By completing these tasks, you can help prevent costly repairs and ensure your property remains safe and comfortable. If you have any questions or need assistance, please do not hesitate to reach out.

Thank you for your attention to these important maintenance items.

Sincerely,

Your Property Management Team