

SOUTHWINDS AT THE MOORINGS

4.4

ANNUAL MAINTENANCE TIPS

These hints are provided for while you are in residence at your unit. As a reminder, listed below are several items which require annual attention that are the **responsibility of the owners** at Southwinds.

1. DRYER VENT HOSE: At least every two (2) years, you should pull out your dryer from the wall and clean out the dryer vent hose.
2. SMOKE ALARMS: You should test interior smoke alarms annually to make sure they are in working condition. Press the button on the exterior cover to test. A shrieking tone generally means they are working.
3. SLIDING DOOR TRACKS: The tracks should be cleaned and lubricated twice/year. [Note: KAMRELL has verified that use of a silicone or aluminum wax/spray is fine. **DO NOT USE AN OIL-BASED LUBRICANT LIKE WD-40.**]
4. GARAGE DOORS: Yearly, the tracks, including the chains, should be cleaned and lubricated. [NOTE: ABCO Garage Co. has a maintenance program to perform this work: (772) 567-9098. Also, it is recommended that you purchase a surge protector to protect the motor unit from power surges during electrical storms. The surge protector plugs into the outlet, and the garage door opener plugs into the surge protector.
5. CEILING FANS: The old Hunter Fans (only) need to be oiled annually.
6. SHUTTERS: Operate the shutters once/month to clean and lube the rollers and align the slats. FYI, both Florida Shutters (772) 569-2200 and Rollaway Co. (772) 569-4004 have programs to perform annual cleaning and maintenance. Since there are many different manufacturers and vintages of shutters installed, we recommend you contact the company who did your installation for more specific information.
7. A/C UNIT: Should be serviced twice/year for maximum efficiency. Several reputable local vendors offer annual contracts for this service.
8. WATER HEATERS: Should be replaced by owners at least after ten years. At all times, owners need to consider their responsibilities to the Association and nearby units to prevent damages caused by failing to properly maintain their unit.

FYI: DRYER VENT STACK: This is an **Association responsibility** & is done approx. every five (5) years.

Amended Feb. 23, 2016