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SUMMER CLOSING CHECKLIST

(not all may apply to your situation)



Third Party Notifications:

- Notify your property watch service provider (watcher), if any, of your departure and any changes to your service requirements, summer contact information or vendor list.
- Notify your landscape maintenance service provider, if any, of your departure.
- Notify your pool maintenance service provider, if any, of your departure.
- Notify your HOA manager(s) and guard gate of your departure.
- Direct the Post Office to stop/forward mail.
- Stop newspaper deliveries.
- Place cable and/or satellite TV services on "vacation mode" or disconnect.
- Make sure all appropriate parties (HOAs, gate, neighbors, vendors) have good contact information for both you and your watcher.
- Obtain/verify contact information for nearby full-time friends and neighbors.

Security:

- Verify that all doors and windows are locked. 
- Close curtains, blinds and shutters to prevent sun damage to furnishings. 
- Install all hurricane shutters permissible without a storm warning and arrange for the installation of the others in the event of a storm.
- If no vehicle is left in garage, unplug garage door opener.
- If desired, turn on a lamp with a long life bulb in the main living area (no timer needed).
- Secure all valuables by taking them with you or storing in a safe deposit box.
- If you have a security system, arm it. 

Air Conditioning:

- Have your A/C vendor service your system to ensure it is ready for summer use.
- Set your thermostat(s) to 78-80 degrees, "cool" mode with "auto" fan. Because of the unreliability of humidistats, bypass by using the "in residence" setting. If you have a smart thermostat, set it to monitor humidity. 
- Open interior closet and desired cabinet doors for better air circulation. 
- Though not recommended by FPL, some folks like ceiling fans running on lowest setting.

Perishables & Pests:

- Remove anything and everything that can spoil from refrigerator(s) and freezer(s). If you prefer not to, leave a quarter on top of a frozen cup of water in your freezer to indicate thawing while you're away.








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- Clean out cabinets and dispose of all perishable or near-expiration food stuffs.
- If possible, schedule a pest control visit just prior to, or shortly after, your departure to provide maximum summer protection.
- Leave a bottle of "Ortho Home Defense Insect Killer", or equal, for use by your property watcher if necessary.

Appliances, Electrical & Plumbing:

- Replace batteries in important components (thermostats, door keypads, alarm & pool controls).
- If your refrigerator has a "holiday" or "vacation" mode, use it. If not, set to recommended settings (37 for refrigerator and 0 for freezer). 
- Clean out ice maker(s) and turn off. 
- Disconnect and unplug all electrical appliances possible (coffee makers, toasters, telephones, audio & video equipment, computers, modems, etc.).
- Turn off circuit breakers for all major electrical appliances possible (range, microwave, oven, clothes dryer and hot water heater). Be careful not to cut power to security equipment. 
- If you don't have a watcher, clean and sanitize all toilets. Pour a cup of bleach into each bowl and tank, place plastic wrap over the bowl, then place a rolled up tissue on top of the plastic wrap (to remind all it is there).
- If you don't have a watcher, run water in all sinks, showers and tubs to fill p-traps to block critter access. 
- Turn off water supply valves to your washing machine.
- Turn off water at main water supply valve to the home. 
- If you don't have a watcher, add a small amount of olive oil down your garbage disposal to keep it lubricated for the months of non-use.
- Consider draining several gallons of water from your water heater to flush loose sediment out.

Pool/Lanai/Garage:

- Discuss correct programming of pool components with your pool service. Running the pool pump 7-8 hours per day in the summer and 5-6 hours per day in the winter is usually sufficient.
- Clean BBQ grill. If portable, store in garage or behind storm shutters.
- Clean and store patio furniture in the main house, garage or behind storm shutters.
- If you leave a car in Florida, disconnect battery, or use a battery tender to maintain charge. If necessary, arrange to have it driven around the community at least every few weeks.