



# Spring Fix Up Tips

**Replace or clean your furnace filter.** It should be checked once a month and replaced or cleaned as needed. Some filters are reusable and are supposed to be taken out, washed with a hose and re-inserted. A dirty filter can lower the efficiency of the heating/cooling system, increase heating costs, and cause fires.

**Clean the kitchen exhaust hood and air filter.** Keeping this clean of cooking grease will help keep a stove top fire from spreading.

**Always have a multi-purpose fire extinguisher accessible.** Make sure it is Underwriters Laboratories (UL) listed or Factory Mutual (FM) approved. Check the gauges to make sure they are charged and ready to use.

**Review your fire escape plan with your family.**

**Have a professional air conditioning contractor inspect and maintain your system.**

- ✍ Cleaning the evaporator coil
- ✍ Lubricating fans and motors
- ✍ Tightening or changing the belts
- ✍ Checking electrical safeties
- ✍ Checking the drain pan for leaks
- ✍ Testing the capacitors
- ✍ Check the condensate drain
- ✍ Test the crankcase heater
- ✍ Calibrating the thermostat
- ✍ Visually checking the wiring for potential short circuits

This can help save money by making the system run more efficiently, and help prevent breakdowns -- which are quite a nuisance when it is hot outside