

Bulldog Home Inspections



Home Maintenance Guide





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Congratulations! You're a Homeowner!

An element of homeownership responsibility is maintaining your home, ***'your investment'***. To help you with this, **Bulldog Home Inspections** has created this Home Maintenance guide with easy-to-use tips to assist you in preserving the lifespan of your home's interior and exterior structure, and major and minor fixtures,

Evidence shows a well-maintained home that is kept dry, pest free, clean, well ventilated, and in good repair contributes to good health and a safer environment for the entire family. There are good reasons to place home maintenance on the top of your list as it can reduce injury from accidents, reduce allergens, prevent illness and doctor visits, and minimize costly repairs.

DISCLAIMER: This guide is not intended for you to use as a substitute for handling all of your home maintenance and repair needs; your larger home maintenance repairs; or manufacture requirements and guidelines. The reference guide provides easy-to-use tips for keeping your home healthy, safe and well maintained on a regular basis.



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Keep it Dry

A damp home provides a nurturing environment for mold, mites, roaches and rodents, so prevent water from entering into your home through leaks in roofing systems or due to poor drainage around the outside of your home. Make sure to check all your interior plumbing for any leaks.



Clean Home

Cleaning your home on a regular basis controls the source of dust and contaminants. A clean home reduces pest infestation and other infectious agents from entering into your home. Reducing clutter including objects left on the floor also provides a healthier and safer environment for your family.

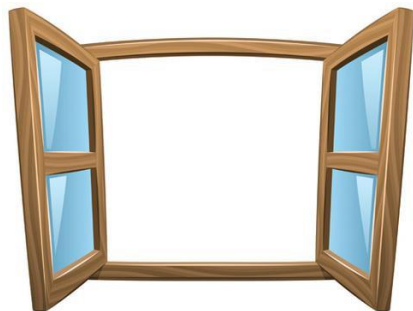


Safety

Fire safety and fire prevention are life saving measures. Always keep ALL smoke and carbon monoxide detectors in good working order and keep fire extinguishers on hand. Also, always keep poisons, cleaning solutions and matches out of the reach of children.



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Well Ventilated

Always keep kitchens, bathrooms and laundry rooms well ventilated and damp free. Studies show that increasing fresh air supply in a home reduces the concentration of contaminants and mold while improving

respiratory health for the entire family. Wet or damp clothes and areas can contribute to mold and deterioration of surfaces.



Good Riddance

All pests look for food, water and shelter. You won't see some pests until your home is completely infested. To be pest-free, seal

cracks and openings throughout your home, store food in pest-resistant containers and if needed, use sticky-traps and baits in areas not accessible to children or pets. Studies show that children exposed to roaches and rodents pose a higher risk with episodes of asthma.



Keep it Contaminant Free

Reduce lead-related hazards in pre-1978 homes by fixing deteriorated paint and keeping floors and window areas clean using a wet-cleaning approach. Test your home for radon, a naturally occurring dangerous gas that enters homes through soil,

crawlspaces, and foundation cracks. Install a radon removal system if levels above the EPA action-level are detected.



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Keeping it Together

Routinely inspect, clean and make repairs to your home. Taking care of minor repairs immediately along with good home and yard maintenance, will help keep you from unexpected and costly repairs.



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Home Maintenance Checklist



Monthly

- ☐ Check that fire extinguisher(s) are fully charged. Re-charge if necessary.
- ☐ Test and inspect smoke, heat and gas detectors.
- ☐ Examine heating/cooling air filters and replace or clean as necessary. Use your electric bill as a reminder.
- ☐ Verify AC condensation drain is flowing freely.
- ☐ Clean gutters and downspouts.
- ☐ Ensure that downspouts are secure, and that the discharge of the downspouts is appropriate.
- ☐ Carefully inspect the condition of shower enclosures. Repair or replace deteriorated grout and caulk.
- ☐ Check faucets for drips and the rest of the plumbing for leaks.
- ☐ Secure loose toilets, or repair flush mechanisms that become troublesome.

Semi-Annually

- ☐ Change the batteries in your smoke detector twice a year.
- ☐ Drain a gallon or two of water from your hot water heater to extend its life expectancy.
- ☐ Have HVAC inspected and serviced
- ☐ Clean leaves and trash out from under decks and porches. Pull mulch away from foundation walls.
- ☐ Trim back tree branches and shrubs to ensure that they are not in contact with the house.
- ☐ Inspect driveways, walkways, decks, porches, and landscape components for evidence of deterioration, movement or safety hazards.
- ☐ Test the overhead garage door opener. Clean and lubricate hinges, rollers and tracks on overhead doors.
- ☐ Replace or clean exhaust hood filters.
- ☐ Clean, inspect and/or service all appliances as per the Manufacturer's recommendations.

Annually

- ☐ Have your heating and cooling system(s) serviced if inspections and service were not performed in the fall or spring.
- ☐ Check water heater to be sure it is secure.
- ☐ Clean out dryer exhaust vent system and underneath dryer.
- ☐ Inspect, repair and reseal tile grout in bathrooms, kitchens, and any other areas.
- ☐ Make sure that you know where the main cut-off valves or switches are for the home's plumbing system, electrical service, and gas service.
- ☐ Make a quick inspection of the exterior of the house. Check the foundation for cracking, blocked vents, and leaks. Check caulking around doors and windows.
- ☐ Check the roof for leaks.
- ☐ Clean/Pressure wash exterior
- ☐ Examine the electrical panels, wiring and electrical components for evidence of overheating. Flip the breakers on and off to ensure that they are not sticky.





28 HOME MAINTENANCE STRATEGIES



Bath Tubs and Showers

Due to daily use, water and steam exposure, bath tubs and showers are vulnerable to mold growth. Be sure to keep your bathrooms well ventilated, especially after a shower and inspect tub/shower caulking (sealant) for mold stains. Caulking around tubs, showers and plumbing fixtures has a 2 to 3-year lifetime if maintained.

- ✓ Remove sealant and residue completely and wipe areas clean with alcohol
- ✓ Be sure there is no water or oil film on the surface prior to resealing
- ✓ Spread the manufacture recommended sealant in an even and continuous bead and let dry per manufactures instructions



Cabinet Hinges and Drawer Glides

If cabinet doors become misaligned, most new cabinet hardware can be adjusted with ordinary household tools such as a Phillips screwdriver.

- ✓ Spray a small amount of silicone lubricant on drawers, tracks and rollers that are binding or are sticking
- ✓ Repair a broken wood drawer box with wood glue or use epoxy if the joint is coated



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Caulking



Over time caulking will dry out and shrink so that it no longer provides a good seal between baseboards and walls, or between millwork counter or vanity tops and walls. In wet areas silicone caulking may shrink, de-bond, or show signs of mildew. Check caulking monthly and repair or replace as conditions indicate, with approved products only.

Latex Caulk is non-toxic, cleans up easily and is used in areas that require painting.

Silicone Caulk is used where water is present, for example, where the tub meets the tile or at shower stall doors, or where a sink meets a countertop (especially under-mount sinks). Silicone caulk cannot be painted over.



Ceiling Fans

Ceiling fans cool people, not rooms. If the room is unoccupied, turn off the ceiling fan to save energy.

- ✓ Gently vacuum and/or dust ceiling fan blades every few months and rebalance if fan is wobbly
- ✓ If needed, balancing kits can be purchased or sent by the manufacturer typically at no charge
- ✓ Changing the blade direction during winter and summer months provides energy efficiency to heating and cooling

***Tip:** Winter: reverse the motor and operate the ceiling fan at a low speed in the clockwise direction to push the warm air down from the ceiling, saving as much as 10% costs. Summer: change the rotation of the fan blade direction counterclockwise to save as much as 40% costs. Standing directly under the fan, in the counterclockwise position you will feel a cool breeze.*



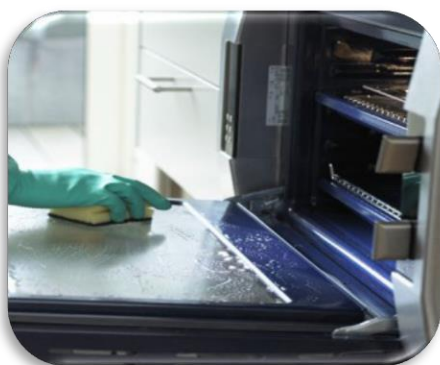
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Clothes Dryer

A clogged duct causes a dryer to run inefficiently and can become a fire-hazard. Not all lint is caught in the lint trap, which makes its way into the duct area.

- ✓ Vacuum your clothes dryer exhaust duct located at the back of the dryer at least once a year
- ✓ If needed, replace the dryer duct with a rigid sheet-metal duct, and always clean your lint screen inside your dryer after every use



Conventional Oven & Range Hood

- ✓ Every 3 months, clean the filter of your range hood exhaust fan with soap and water and rinse and let dry thoroughly before reinstalling
- ✓ Clean the burner pans after all spills and under the burner pans on a regular basis
- ✓ Use the oven self-cleaning function every 2 months or more



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Doors

- ✓ Inspect all interior and exterior doors to ensure they operate correctly
- ✓ Look for damaged weather-stripping and listen for squeaky hinges
- ✓ To fix a squeaky door, spray the hinges with a silicone spray lubricant or remove a hinge pin one at a time from the hinge, rub petroleum jelly on it, reinsert and wipe away excess

Tip: *Weather-stripping around exterior door frames and on the bottom of the door is essential to controlling the interior temperature. If it becomes worn out, replace it immediately to avoid increased energy costs as well as dust and pest infiltration.*



Drains and Garbage Disposal

Don't put grease, oil, fat, sand, paint, bones, fruit pits, coffee grounds, starchy or stringy vegetables (potato peels, celery, pasta, rice) or similar items down any drain or garbage disposal.

An easy inexpensive way to unclog a slow-moving drain is by dropping half a cup of baking soda into the sink followed by a cup of white vinegar (Do not use this method after commercial drain opener has been used or is still present in water)

- ✓ Immediately plug the drain
- ✓ Wait fifteen minutes for the clog to clear and pour 4 cups of boiling water or run hot water for a couple of minutes



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Drip System

A system that is well maintained with water applied only when and where it is needed can result in savings of 60% water efficiency - your plants and trees can't survive with too much water or too little water.

- ✓ Check your plant and tree drip system for breaks and clogs periodically - this will help ensure that each emitter is releasing the proper amount of water
- ✓ If you change your irrigation schedule, this is a good time to flush the lines and filters
- ✓ Keep a repair kit handy for immediate repairs

***Tip:** Your neighborhood nursery or home improvement store can provide you instructions and parts to keep your drip system operating efficiently*



Driveways

Clean driveways and hard surfaces whenever there is a stain or spill.

- ✓ If the job is small, sprinkle a thick layer of cornstarch or baking soda on the oil or grease stains
- ✓ Let stand for 12 to 24 hours to help absorb followed by scrubbing with soapy water, and hose rinse thoroughly
- ✓ Try to avoid rinsing the water onto nearby plants as soap can damage your plants
- ✓ For large area cleaning of driveways and other hard surfaces, power washing is your best solution and a power washer can be rented
- ✓ **NEVER** let toxic or hazardous chemicals run into the street gutter and drainage system.



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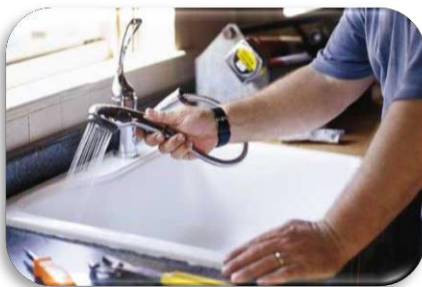
Electrical System

The main electrical breaker panel includes a “main shut-off” that controls all the electrical power to the home. Breakers usually trip because of overloads. If a breaker trips repeatedly check for any of the following causes:

✓ Plugging too many appliances into an outlet, use of power cords or zip wire, a worn cord or defective appliance, or operating an appliance with too high a voltage or too high of wattage requirement for the circuit

- ✓ Each breaker is marked to help you identify which breaker is connected to each major appliance, outlets or other service
- ✓ If a power failure occurs in any single part of your home, the breakers have three positions: **ON**, **OFF** and **TRIPPED**
- ✓ When a breaker trips it must first be turned off before it can be turned back on
- ✓ Switching the breaker directly from ‘TRIPPED’ to ‘ON’ will not restore power service

****Never work on any outlet breaker or panel without completely shutting off the power at the panel. Frequent electrical panel circuits tripping is a sign that an electrician should be contacted.**



Faucets

The average leaking faucet can waste up to 10,000 gallons per year (epa.gov) and cost you from \$20 to \$200 a year depending on the leak. Fortunately, the cause is easy to identify and fix, typically it is a worn-out washer, O-ring or valve.

- ✓ Clean the Aerator (inside the end of the faucet) every three to four months
- ✓ Fixing a leaky faucet can save you up to 10% on your water bill



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Garage Door and Opener



Vehicles or items left under a garage door that functions improperly could be severely dented or damaged.

- ✓ Keep children away from an opening or closing garage door at all times
- ✓ Test your garage door opener every month to make sure it reverses when the sensor (located on the sides of the door frame close to the floor) is interrupted, or the door hits an obstruction
- ✓ Apply a lubricant such as silicone spray to all

moving parts of the garage door: track, rollers, hinges, pulleys and springs every 6 months

Caution: The door opener springs are under extreme tension. A homeowner should never tamper with or attempt to adjust this mechanism. Always call a qualified professional to service overhead door springs and mechanisms.

Locks



Keeping locks in good working order will extend the life.

- ✓ Tighten screws if they become loose
- ✓ Lubricate door locks with silicone spray or another non-staining, waterproof lubricant
- ✓ Avoid using oil as it may solidify and become “gummy”



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GFCI Electrical Outlets

Ground Fault Circuit Interrupter (GFCI) outlets have a built-in element that senses small fluctuations in power. A GFCI is just another type of circuit breaker, only more sensitive.

Building codes require installation of these outlets near water sources such as in bathrooms, the kitchen, outside and the garage (areas where an individual can come into contact with water while holding an electric appliance or tool). There are **GFCI receptacles** (outlets) which are installed inside and outside your home and there are **GFCI breakers** which are installed in the electrical panel.

- ✓ Each GFCI circuit has a **TEST** and **RESET** button, each is usually colored differently from the GFCI itself and will be clearly marked
- ✓ Once each month, press the **TEST** button
- ✓ While testing, if the power goes off (trips), the GFCI circuit is working
- ✓ If the power does not go off, the GFCI circuit needs to be replaced
- ✓ To restore power, press the **RESET** button
- ✓ If a GFCI breaker trips during normal use, it may indicate a faulty appliance and you will need to investigate the problem
- ✓ One GFCI breaker can control up to several outlets



Smoke & Carbon Monoxide Detectors

- ✓ Replace the batteries in each one of your smoke and carbon monoxide detectors once a year; including hard-wired detectors, which require batteries as a back up
- ✓ Place a fire extinguisher on every level of your home - best places include: bedroom(s), kitchen, and garage



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HVAC System and Air Filters

Dirty air filters are a common cause of air conditioner and heating problems and inefficient operation and can shorten the life of your HVAC blower motor, eventually requiring unexpected and costly repairs.

- ✓ Clean or replace conventional air filters for your HVAC system every 90 days or every 30-45 days if you have pets or other excessive dust producers
- ✓ Using inexpensive fiberglass filters is preferred to more expensive HEPA filters
- ✓ Turn off the system at the thermostat before removing and replacing the filter
- ✓ The register for the air filter is typically located in the hallway ceiling area
- ✓ Before removing the filter, notice how it is held in place so you can reinstall it correctly - be sure to read the filter packaging to see which side faces up
- ✓ Vacuum the front grills, air registers and return air vents at each location
- ✓ Keep the HVAC condensing unit (located outside) surrounding area free of debris at all times, and have the entire system professionally serviced every two years



Painting

Peeling paint is an unsightly mess and an eyesore, and a good paint job always makes a home look nice while providing a protective barrier from the elements.

- ✓ Repair cracked or peeling paint immediately once detected
- ✓ Touching up paint whether on the exterior or interior of your home is easy to do and inexpensive
- ✓ Use low Volatile Organic Compound (VOC) paint whenever possible
- ✓ Look at illustrated guides from home improvement retailers or watch videos online to help you troubleshoot paint problems



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Plumbing

Learn the location of your pipes and how to shut the water off at each fixture inside and at the water main located outside.

- ✓ The water supply to your home can be shut off entirely at your main water shut-off which is located near your water meter typically in your front yard
- ✓ Each toilet has a shut-off valve on the water line under the tank at the wall and each sink has both hot and cold water shut-off under the sink or nearby
- ✓ Your dishwasher will have a shut-off located under the sink or otherwise located in the supply line



Refrigerator

Dirty coils cause the refrigerator to work harder and less efficiently, meaning a higher electric bill and your refrigerator may stop cooling altogether.

- ✓ Use a vacuum or brush to gently clean your refrigerator coils at least once a year
- ✓ You will find the coils on the bottom and back of your refrigerator - they contain the coolant that keeps the internal temperature cold
- ✓ Remember to unplug before cleaning and plug back in immediately afterward



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Roof and Gutters

Be proactive and look for damaged or loose shingles and gaps in the flashing where the roofing meet vents and flues as these areas are the most leak prone. If you see any signs of damage, call a

qualified roofer to repair the damage. Gutters are designed to direct accumulated rainwater away from your roof while protecting your home from water damage. If ignored or overlooked, clogged gutters can cause extensive roof and wall damage and rot the gutters themselves.

- ✓ Have your roof inspected by a qualified roofer every three years
- ✓ Clean your gutters and downspouts once a year with high water pressure



Toilets

Toilets may be one of the most resilient items in a home, but when tank leaks occur, it can be very costly, wasting up to 200 gallons or more per day and costing up to \$840 a year (isustainableearth.com). Avoid a high-water bill by testing your toilets for leaks, identifying the cause and repairing it immediately.

- ✓ To test for a leak, remove the cover on the toilet tank and add a few drops of red food coloring
- ✓ Wait about an hour and see if the water in the bowl is pink - If it is, you have a leak
- ✓ The leak is caused by a worn or faulty fill valve, tank flapper, flush valve or tank lever



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Washing Machine

It is important to regularly inspect your washing machine water supply hose and drain hose for leaks and make sure it is secured in the drain. One of the top reasons for insurance claims is for water damage caused by leaky washing machine supply lines.

- ✓ Inspect hoses at least annually and replace every three years if they are plastic
- ✓ Check the snugness of the drain lines by using a crescent wrench or a pair of pliers - you should not be able to tighten the line any further if the line is properly tightened



Water Heater

Water heaters (W/H), need maintenance to increase longevity, reduce the possibility of damage and provide energy savings. At least once per year, drain the water from your W/H and clean the inside surface of its floor.

To drain your W/H:

- ✓ Turn off the water supply and power to the w/h
(For electric W/H, turning off the power means that you simply flip the circuit breaker to the "off" position. For gas W/H, turn the thermostat setting to the pilot position)
- ✓ Next, connect a garden hose to the drain fitting at the bottom of the tank and put the other end in a place where the draining hot water won't cause any damage
- ✓ Turn on all the hot water faucets in your home and then open the drain valve on the Water Heater
- ✓ Turn the water supply back on with the drain valve still open to remove any built-up sediment in the bottom of the tank
- ✓ Then close the drain valve, refill the tank and turn the power back on



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Windows

- ✓ Inspect window caulking (sealant) at both the interior and exterior and the weather-stripping once a year, making sure it is intact to protect the interior of your home from cold and hot air drafts and water seepage
- ✓ Regularly clean window tracks to keep the weep holes (drain holes) free from dirt and debris buildup for proper drainage
- ✓ If sticking occurs or excessive pressure is required to open or close a window, apply a silicone spray lubricant to the tracks
- ✓ Always repair broken or cracked glass immediately to ensure safety measures from injury or theft
- ✓ Wash all windows, inside and out as needed to keep your home sparkling



Window Screens

Window screens keep out unwanted materials and bugs.

- ✓ Gently clean your window screens every six months
- ✓ Lay the screen on a flat surface, wash with mild soapy water, rinse, and allow to dry in an upright position
- ✓ Patch small holes as needed using a screen patch kit

Tip: *You can reduce your electric bill by opening your windows to keep your home cool during spring and fall months, or when Florida weather permits.*



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Yard Care

Taking care of your yard is taking care of your investment and your neighborhood.

- ✓ Keep weeds pulled and/or use a non-toxic weed emergent
- ✓ Keep trees and shrubs trimmed. Trim trees a minimum of 6 feet away from roof areas
- ✓ Feed all plants and trees with appropriate nutrient-based products
- ✓ Your neighborhood nursery can provide you with the information to keep your plants healthy and vibrant.

Tip: Look for used tools and garden tools at yard sales and online. If you need an expensive tool for just one project, don't be afraid to rent it.



Fireplace

Clean chimneys don't catch fire. As wood burns, substances build up in the chimney, called creosote. Too much creosote buildup can and will cause a chimney fire.

- ✓ Remember to open the damper before each fire and close the damper after all embers have cooled out
- ✓ Keep the damper closed when not in use and during summer and winter to save on heating and cooling costs
- ✓ Clean out completely cooled ashes every few times your fireplace is used
- ✓ Have your fireplace and chimney inspected and the chimney cleaned every year with excessive use and every 2 to 3 years with light use



ESSENTIAL HOME TIPS

- ✓ The main causes of toilet clogs are household items being dropped in, such as disposable diapers, excessive toilet paper, sanitary supplies, baby wipes, Q-tips, dental floss and children's toys to name a few. A plunger or coil spring-steel auger can be used to unclog a toilet.
- ✓ A plunger and a plumber's snake can be used to unclog a drain.
- ✓ Periodic checking and tightening of screws throughout your home is the best way to keep most fixtures, cabinets, and door handles, hinges and locks in good working order.
- ✓ The majority of fixtures, appliances, and hardware have bolts and screws. To **loosen or remove** a light bulb, screw or bolt, **turn counter clockwise**. To **tightened or insert** a light bulb, screw or bolt, **turn clockwise**.
- ✓ Set your water heater at 120 degrees Fahrenheit. Do not store anything on top of your water heater and keep the area clear of clutter.
- ✓ Don't set your refrigerator or freezer temperature colder than necessary, refer to manufacture guidelines for recommended temperature settings.



ESSENTIAL HOME TIPS

- ✓ Behind and under the refrigerator may need to be cleaned more frequently if you have pets. Remember to unplug while cleaning and immediately plug back in.
- ✓ Check the seal around your refrigerator and freezer for leaks and replace the seal if damaged. To test the door seals, close the door on a dollar bill and attempt to pull it out with the door closed. If you cannot easily pull the dollar bill out from the door, your seals are in good shape. However, if the bill slides out without much resistance, it's time to replace the seals.
- ✓ Every year years have your HVAC system professionally serviced for better heating and cooling, energy savings and longer life.
- ✓ While the initial purchase of a washable reusable air filter may be high, in a very short amount of time it will pay for itself and not need replacing for 5 years or more. Every 3 months (90 days), or 30-45 days if you have pets, just rinse with a garden hose, let thoroughly air dry and reinsert it with the direction arrows pointing up.
- ✓ Clean the filter on your dishwasher every 3 months or more frequently if you don't rinse your dishes prior to loading the dishwasher.
- ✓ To help a window slide easily, rub the channel with paraffin (wax).



Green Home Cleaning Tips

Using natural cleansers that do not release toxic chemicals in your home is an excellent way to maintain your family's health. Try using products you are likely to have in your kitchen instead of harsh cleaning products. They are often less expensive and when used properly are not harmful to your family.

Be sure to read all labels precautions before using any product. It is recommended to always test any cleaner on a hidden area to make sure there is no color change or damage to the surface or area. **NEVER MIX DIFFERENT HOUSEHOLD CHEMICAL PRODUCTS: BLEACH WITH AMMONIA, BAKING SODA, HYDROGEN PEROXIDE, VINEGAR, RUBBING ALCOHOL OR ANY OTHER ACIDS AND VINEGAR WITH HYDROGEN PEROXIDE OR BAK-ING SODA. NEVER STORE GASOLINE OR FLAMMABLE LIQUIDS IN GARAGE AREA.**



Lemon Juice

Lemon juice, a natural bleach and disinfectant, is an excellent stain remover and deodorizer. To clean and deodorize your garbage disposal, push ice cubes with cut-up lemon pieces including rinds and run the disposal with cold running water for at least one minute.



Club Soda

Club soda is a natural stain remover and works well on fabrics and carpets without bleaching. Test before use.



Green Home Cleaning Tips



Baking Soda

Baking soda is a mild, natural abrasive that can be used to clean most surface types without worrying about scratching. It is also a great deodorizer for your refrigerator or freezer. Baking soda is known to be one of the most versatile, natural cleaners.



White Vinegar

White vinegar works like an all-purpose cleaner, disinfectant and deodorizer. Simply mix equal parts water and vinegar in a spray bottle and you are ready to clean most areas of your home. Careful though, mixing improperly diluted vinegar is acidic and can affect tile grout, and should not be used on marble surfaces. However, diluted vinegar is excellent to use on glass windows as it dissolves soap scum and hard water deposits too. As for your home smelling like vinegar, the smell disappears once it dries along with pre-existing home odors.



Hydrogen Peroxide

Hydrogen peroxide has great stain fighting powers. Keep a solution of hydrogen peroxide and grease fighting dish detergent (such as Dawn) in a spray bottle to lift pet stains from car-pets, and perspiration stains from clothing.



HOME MAINTENANCE TOOLBOX

Throughout this guide you will find references to tools, some of which you may not be familiar with. Below we provide a list of useful tools that will help you complete the vast majority of all basic home maintenance and repairs.

Top 15 Tools

1. Claw hammer
2. Flathead screwdriver
3. Pliers
4. Adjustable wrench
5. Cross-head screwdriver
6. Safety glasses, work gloves and dust masks
7. Bucket
8. Ladder and/or step stool
9. Nail set (punch set)
10. Extension cord (25 ft. 3 prong, 12 or 14 gauges for power tool use)
11. Cord or cordless drill/driver
12. Ratchet set
13. Scraper and putty knife
14. Flashlight
15. Toilet plunge





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Appliance Service Records and Contacts

Appliance warranties are between the homeowner and the manufacturer (or their representative) directly.

Appliance Record:

Appliance	Appliance Manufacturer	Model #	Phone #	Serviced
Range				
Range Hood				
Cooktop				
Oven				
Microwave				
Dishwasher				
Trash Compactor				
Dryer				
Washer				
Refrigerator				
Freezer				

Emergency Contact Numbers:

Contact	Emergency	Non-Emergency
Police		
Fire		
Ambulance		
Gas Company		
Plumber		
Water		
Security/Alarm		
Telephone/Internet		



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Home Maintenance Repair Contractors

Systems	Name	Phone
Air Conditioning		
Electrical System		
Heating System		
Intercom System		
Plumbing System		
Security System		
Septic System		
Water Well Mechanical		
Appliances		
Built-in Microwave		
Clothes Washer and Dryer		
Dishwasher		
Doorbell System		
Fans - Attic, Ceiling and Exhaust		
Fire / Smoke Alarm		
Garage Door Opener		
Garbage Disposal		
Range / Oven / Cooktop		
Refrigerator		
Trash Compactor		



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Water Heater		
Inside Home		
Cabinetry		
Doors, Windows and Trim		
Flooring		
Carpet		
Ceramic / Marble Tile		
Wood Floors		
Insulation		
Painting		
Plumbing Fixtures		
Outside Home		
Driveway		
Gutters and Downspouts		
Landscaping		
Painting		
Roof		
Siding		
Woodwork		