



## OPTION 2

### PREVENTATIVE MAINTENANCE SUBSCRIPTION PROGRAM

1. Our Company Provides:
  - a. Dedicated Personal Home Manager
  - b. Single Source Solution
  - c. Quick Response
  - d. Preferred project manager and lead carpenter rates
  - e. Consolidated Monthly Invoicing
  
2. Our Network
  - a. Access to our fully insured and licensed contractors
  - b. Dedicated Local Resources
  - c. In-house vendor scheduling
  - d. Project Oversight
  - e. Preferred Scheduling
  
3. Home Analysis & Cataloging
  - a. Safe, secure and private record keeping
  - b. Home History (maintenance records, vendors, cost, etc.)
  - c. Systems Inventory, documentation, photographs
  - d. Home Inspection; 1-3 and 3-5 years Preventative Maintenance Report
  - e. Catalog and Tracking of all repairs, projects, plans, etc.
  
4. Annual & Seasonal Property Review
  - a. Spring and Fall Inspections
  - b. Periodic work schedule update
  - c. Preventative Maintenance monthly checklist
  - d. Annual review of your Home Analysis Report
  
5. Emergency Response
  - a. 24/7 response for plumbing, heating, air conditioning, septic, electrical issues and/or roofing emergencies

*Annual Membership based on square footage of home and number of assets. Please contact Essential Home Maintenance for your free consultation and pricing.*



The monthly maintenance includes monitoring the home, conducting inspections, tests, making adjustments, part replacements and cleaning, performed specifically to head off problems before they occur.

**Services include:**

- ✓ Check/Replace Light Bulbs
- ✓ Test Smoke/CO Detectors
- ✓ Check Fire Extinguishers
- ✓ Service Doors/Hinges/Locks
- ✓ Inspect/Lubricate Sliding Door Tracks
- ✓ Check Window Glass/Screens
- ✓ Look For/Repair Settlement Cracks/Pops
- ✓ Test electrical outlets

**Utilities**

- ✓ Inspect/Change/Clean HVAC Filters

**Kitchen and Bath**

- ✓ Inspect/Repair Tub/Shower Caulking
- ✓ Inspect/Repair Sink Caulking
- ✓ Inspect/Repair Grout In Showers
- ✓ Inspect/Clean Drains
- ✓ Inspect/Clean Faucet Aerators
- ✓ Operate/Lubricate Bath Ventilation Fans
- ✓ Inspect/Repair Counter Caulking
- ✓ Clean Garbage Disposal
- ✓ Replace Refrigerator water filter

**Exterior**

- ✓ Inspect/Repair Exterior Caulking
- ✓ Inspect hose bibs

**Home Manager**

- ✓ Managing the homes preventative schedule throughout the year
- ✓ Manages contractors and staff
- ✓ 24/7 access for emergencies