

SOUTHWEST FLORIDA
ANNUAL PROPERTY MAINTENANCE CHECKLIST

HVAC & HUMIDITY CONTROL

- [ ] Thermostat set to AUTO fan mode (Cooling target 72°-75° Occupied / 76°-78° Vacant)
- [ ] Indoor relative humidity verified under 55%
- [ ] AC air filter replaced (MERV 8-11 recommended)
- [ ] Condensate line treated with 1 cup white distilled vinegar
- [ ] Secondary float switch tested for proper cutoff operation
- [ ] Outdoor condenser coil rinsed with fresh water to remove salt deposits

EXTERIOR BUILDING ENVELOPE

- [ ] Stucco inspected for hairline cracks (seal with elastomeric caulk)
- [ ] Soffit panels checked for alignment, ventilation clearance, and pest gaps
- [ ] Gutters and downspouts cleared of palm detritus and leaves
- [ ] Downspouts discharging 3+ feet away from slab foundation
- [ ] Exterior paint inspected for chalking, peeling, or water intrusion

DOORS, WINDOWS & HARDWARE

- [ ] Sliding door tracks cleaned, cleared of debris, and lubricated with dry silicone
- [ ] Window weatherstripping and exterior caulking inspected
- [ ] Interior European cabinet hinges aligned and treated with PTFE spray
- [ ] Exterior locksets, deadbolts, and keypads tested and lubricated

POOL, LANAI & OUTDOOR LIVING

- [ ] Pool Cage screen mesh and spline channels inspected for storm tear
- [ ] Heat pump condensation drain cleared; low-voltage wiring inspect for corrosion
- [ ] Lanai deck soft-washed to clear organic growth and mold
- [ ] Paver joints inspected for wash-out; re-sanded and sealed as needed

GQ PROPERTIES

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For Professional Handyman & Maintenance Support in SWFL:

(239) 292-3194