



*welcome*  
**HOME**

**exp**<sup>™</sup>  
REALTY

**ARMKEY**



# HELLO, HOMEOWNER!

Congratulations on closing on your new home sweet home! To help you with an easier move, we've compiled a list of utility providers in your area - give them a call to get everything set up!



# WELCOME HOME

Congratulations on your new home! Knock off the items on this checklist to make your transition a breeze.

- Transfer utilities
- Connect TV and internet
- Update your address on your driver's license and car registration
- Update your address on bank and credit cards, subscriptions, etc.
- Notify USPS of your address change
- Change your door locks
- Set up a home security system
- Test smoke detectors
- Get comfortable in your new home sweet home!

## FOR YOUR PROPERTY

**WATER** NYC Water Board  
866-622-8292  
[nyc.gov/dep](http://nyc.gov/dep)

**GAS** National Grid  
718-643-4050  
[nationalgrid.com](http://nationalgrid.com)

**ELECTRIC** Con Edison  
800-752-6633  
[coned.com](http://coned.com)

**INTERNET** Optimum  
866-347-4784  
[optimum.com](http://optimum.com)

**PHONE** Verizon  
833-verizon  
[verizon.com](http://verizon.com)

**DMV** [dmv.ny.gov](http://dmv.ny.gov)

**USPS** [www.usps.com](http://www.usps.com)

# MONTHLY HOME MAINTENANCE CHECKLIST

Completing these home maintenance items monthly will keep your home beautiful and make projects easier to manage.

- Clean the garbage disposal (try grinding ice cubes, then flushing with hot water and baking soda)
- Clean the oven
- Clean the refrigerator and the drip pan
- Dust the tops of cabinets, light fixtures, and the refrigerator
- Clean and sanitize the trash and recycling bins
- Clean/replace your furnace/AC filter
- Clean faucets and showerheads to remove mineral deposits
- Inspect electrical cords
- Caulk door and window frames where necessary
- Inspect and clean your dryer vent
- Check your fire extinguishers, smoke and carbon monoxide detectors
- Clean your gutters and downspouts
- Check your pipes for leaks



# SPRING AND SUMMER HOME MAINTENANCE CHECKLIST

Tackling these home maintenance tasks each Spring and Summer will help keep your home inviting and comfortable.

- Change the batteries in smoke, fire and carbon monoxide detectors.
- Service your home's heating and cooling systems and replace filters.
- Clean your gutters and downspouts. Seal any leaks in the gutter seams.
- Check for any plumbing leaks. Replace leaky faucet seals and washers if needed.
- Inspect your roof to look for issues such as buckling, damaged or missing shingles, or piles of leaves.
- Check the foundation, driveway, sidewalks and walkways for cracks and make repairs as necessary.
- Inspect your exterior for peeling paint or dry-rotted caulk. Repaint and caulk if needed.
- Clean your window and door screens; replace any that are damaged.
- Check and replace dry-rotted weather stripping for all doors and windows.
- Remove and clean your storm windows. Inspect your attic, roof and eaves for water damage and proper ventilation.
- Open your attic vents.
- Clean your stove hood, grease traps, dryer vents, room fans and stove burners.
- Replace any faulty seals on your refrigerator and clean the coils.
- Inspect your basement for dampness and seal appropriately.



# FALL AND WINTER HOME MAINTENANCE CHECKLIST

Addressing these home maintenance tasks every Fall and Winter will ensure your home stays warm and welcoming.

- Change the batteries in smoke, fire and carbon monoxide detectors.
- Service your home's heating and cooling systems and replace filters.
- Clean the gutters and downspouts. Seal any leaks in the gutter seams.
- Check for any plumbing leaks. Replace leaky faucet seals and washers if needed. Clean your fireplace.
- Hire a professional to clean your chimney and flue.
- Clean your humidifier.
- Check insulation and replace it if necessary. Remove any window air conditioners.
- Remove window and door screens, and clean them before putting them in storage.
- Install storm windows. Be sure to clean and repair them before they're installed.
- Remove wasp nests, and inspect for termites and wood rot, especially on windows and exterior door frames.
- Inspect your sump pump. Keep an eye out for any debris, rust or erosion.
- Drain and turn off outside faucets if you live in a region with very cold winters.
- Oil your door locks, especially if you live in a region with very cold winters.



# IT WAS SUCH A PLEASURE WORKING WITH YOU!

Thank you for trusting me to assist with your purchase. It was so great to get to know you and work with you. If you have any questions, I'm always here to help!

**Your referrals, five-star reviews and *lots of caffeine* keep my business running!**

It would mean the world to me if you could write a review and refer me to someone you know.



**You can write a review on one or all of these sites:**  
[google.com/localservices/review/ArmkeyAtExpRealty](https://google.com/localservices/review/ArmkeyAtExpRealty)

**Follow me on Instagram & Facebook to stay up to date on local real estate news and share my posts with friends:**

Instagram: @armkeynyc

Facebook: [facebook.com/armkeynyc](https://facebook.com/armkeynyc)

## LICENSE

10301219938

## CELL

917-662-8999

## OFFICE

718-333-9833

## EMAIL

[kevin@armkey.com](mailto:kevin@armkey.com)

## WEBSITE

[armkey.com](https://armkey.com)

## INSTAGRAM

@armkeynyc

## FACEBOOK

@armkeynyc

## LINKEDIN

@armkeynyc

## TIKTOK

@armkeynyc