

EXTENDED ABSENCE CHECKLIST

The following is a guide that you may want to implement with your own ideas for preparing your unit in your absence.

- Set the A/C thermostat at approximately 75°. (The optimal temperature range for mold and mildew growth is 77° to 86)
- Set humidistat (if your unit is equipped with one) at approximately 65% (The optimal temperature range for mildew is 70 to 90%)
- Turn off the water heater circuit breaker and unplug it at the outlet
- Turn off the main water valve
- Remove all perishable food items from your refrigerator and freezer.
- Empty all ice trays.
- Turn off the refrigerator circuit breaker and unplug it at the outlet.
- Leave the door ajar if completely empty.
- Clean out all appliances, i.e. dishwasher, clothes washer and dryer. Leave doors ajar to prevent mildew growth.
- Unplug TV's and other electrical appliances.
- Bring in any items from the balcony and close your shutters.
- Make sure the concierge knows you are leaving and has the appropriate away information for you. If you have a caretaker, please advise the concierge.
- Be sure your vehicles are stored in your assigned space or in a guest spot on the 4th floor in the garage and that the management has a key to the vehicle for emergency use.