

Winter Preparation Check-list		
	Checked	Comment
Ensure the maintenance of your heating system has been performed		
Ensure your chimney has been swept where needed		
Bleed your radiators		
Check your heating fuel tank level		
Check your hot water boiler temperature set point		
Program your thermostat based on your typical schedule		
Turn thermostatic valves down in unoccupied rooms		
Clean your radiators		
Ensure there is no furniture in front/on top of your radiators		
Remove space heaters/portable AC units		
Are there any draft below exterior doors?		
Are there any draft around windows?		
Ensure blinds and/or shutters exist and are operational		
Check all faucets/toilets for leaks		
Drain your exterior faucet or insulate it		
Are the exterior lights operating on a daylight sensor?		
Unplug appliances/chargers/transformers that are not in use		
Are your exhaust fans operational and clean?		
Is there anything broken?		
Based on where you live, check out your electric night rate times		
Adjust your monthly advance payment for electricity and natural gas		
Start reading your meters monthly		
Action Items		