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HOW TO USE THIS CHECKLIST

Going through this checklist once a year can save you from unpleasant surprises. At each point in the checklist, mark the item as follows:



LOOKS GREAT!



SOMETHING IS NOT RIGHT



SINKS

- Check under all sinks for signs of a leak.
 - If you store household cleaners here, consider moving them; off-gassing from some chemical products could prematurely corrode piping.
 - Dispose of any harsh chemical drain cleaners with the proper authorities. Using them will damage your pipes and is not good for the environment.
 - Are there any signs of a developing blockage?
 - Plug the sink and fill with water, then unplug and note how long it takes to empty. This test will also reveal any small leaks under the sink that would otherwise go undetected.
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FAUCETS

- Check for good water pressure.
 - Check for drips.
 - Ensure the faucet handles are smooth and easy to move. If there is more than one handle, do they feel the same when they are operated?
 - Clean faucet strainers (if removable) of any debris buildup.
 - Are there any signs of degradation on the finishes?
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SHOWERS & BATHTUBS

- Ensure all have hair traps/strainers.
 - Look for peeling/looseness of any silicone seals or caulking.
 - Check for cracks or signs of mould in nearby tile grout.
 - Check for good water pressure.
 - Check for good drainage.
 - Check for drips.
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TOILETS

- Is the toilet stable or rocking?
 - Stand above the (clean) toilet and put your hands on either side of the bowl. Gently use your bodyweight to try and shift it back and forth and side to side. If loose, you should have your toilet reset as the seal could be compromised or flange could be broken.
- Is the seal bulging, cracking, peeling?
 - Use a flashlight to examine at any exposed rubber you can see between the toilet tank and the bowl (only visible from the sides). If you see signs of ageing (like cracks on the surface), the toilet may need a new tank-to-bowl gasket.

- Is the toilet filling, making noises, or “running on” when not in use?
 - This could indicate that your flapper or other seals needs to be replaced.
 - Any signs of mold or mildew around the base of the toilet or on the wall behind it?
 - Tank-to-bowl leak test.
 - Add a few drops of food colouring to the tank. If you notice any colour in the bowl within 30 minutes, you have a leak.
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ALL FIXTURE SHUTOFF VALVES

- Check for signs of leakage: water on the floor nearby, or corrosion.
 - Can the valve be easily turned on and off?
 - If any drips or leaking occurs during a test of the valve, they should be replaced as they may not work in an emergency.
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HOT WATER TANK

- Check for signs of leakage: water stains on the floor.
- Is there rust at the base or top of the tank?

- This indicates that the tank is corroding, and a leak may be imminent. A new tank will be required soon. If hot water is brown, this could indicate the tank is rusting from the inside out, and immediate replacement is advised.

Test your temperature and pressure (T&P) relief valve (should be done each year):

- With a bucket under the discharge tube, open the valve for a moment; water should come out. If water does not come out, or valve does not turn off, then the T&P valve will need to be replaced. The T&P valve is a critical safety component of any pressure vessel.

Debris flushed.

- Once a year, the tank should be cleared of any sand and silt that collects on the bottom. Sediment reduces the efficiency of your water heater.

TANKLESS WATER HEATER

Yearly de-scaling and systems check.

- Minerals naturally in our water can build up and reduce efficiency. They should be rinsed away once a year.
 - The effects of scaling can be greatly minimised with the installation of a water softening equipment.
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MAIN WATER SHUTOFF VALVE

- Do you know where it is?
 - The main water shutoff valve is usually located in the basement, toward the front of the house by the water meter. It is very important to make sure your main valve is in good condition, and that all members of the household (as well as any house-sitters) are aware of where the valve is so that water can be turned off in the event of a plumbing emergency.
 - Is the valve easily accessible (clear path) in the event of a plumbing emergency?
 - Signs of leakage: water on the floor, or corrosion?
 - Can the valve be easily turned on and off?
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WASHING MACHINE HOSES

- Note the date when they were last changed:

 - Washing machine hoses should be changed every 5 years, or earlier if showing signs of leak or wear. We recommend installing the braided type.
- Obvious signs of imminent bursting: unravelling, bubbling, bulging etc.
- Is the hose bent or kinked?
- Signs of leakage: moisture, rust?
- Check the washing machine lint trap and clean.

- ❑ Quick dryer vent check (while you're in the laundry room).
 - Look at the back of the dryer to make sure lint is not present. If a lot is found, this indicates the seal between the dryer and vent is compromised.

DISHWASHER

- ❑ Check for signs of leakage.
 - Remove the lower front cover (if possible) to expose the floor under the dishwasher. Check for signs of leakage or damage by mice (mice can chew through hoses and cables that can lead to catastrophic leaks).
- ❑ Check for signs of ageing on the hose cables.
 - Hot water hoses are especially prone to this because of temperature changes.

SUMP PUMP

- ❑ Test on/off switch to confirm it's working.
- ❑ Inspect lines and hoses for signs of wear or cracking.
- ❑ Battery backup in place in case of power outage.
 - Test battery backup pump to ensure it is working

BACKWATER VALVE

- Check the mechanism by manually lifting the flap and testing ease of movement (use rubber gloves).

- Check to see if any items are caught on or in the device.

GENERAL WATER QUALITY

- No excessive mineral build up.
 - A little bit of “white scale” buildup is normal in the Ottawa area.

- No excessive colours, smells, or debris.

WATER METER

- Ensure readings are consistent with your usage.
 - Take a reading, then don't use any water for several hours. If the numbers don't match, there may be a leak in the main water supply line.

STAINED OR WARPED DRYWALL

- Any signs of a leak within the walls/ceilings of your home?
 - Keep an eye on ceilings below bathrooms, and below the kitchen.
 - Sometimes you can see a stain, but not all drywall that has been wet will show one. A bulge in the drywall can also be a sign of a history of wetness, as the weight of water can cause it to sag.

OUTDOORS FAUCETS & SYSTEMS

- Properly winterized every fall.
 - Hose removed.
 - Internal shutoff valve closed.
 - Tap opened to allow remaining water to drain.
- Irrigation systems are leak-free.
 - Look for wet soil around the anti-siphon valves. Do a visual inspection for signs of leakage.

MAIN SEWER LINE

- Note the date of last main sewer line camera inspection: _____
 - We recommend having a sewer line camera inspection every few years to check for tree roots,

crushed or bent pipes, or general corrosion (depending on the age of the pipe).

**PLUMBING
VENTS**

- Rooftop plumbing vents free of leaves, birds' nests?

Notes

Year when home was built: _____

Any major plumbing upgrades or repairs:
