

Freezing Weather Checklist

Complete the **Before** items 12-24 hours ahead. Keep the **During** items in place until temperatures rise. Older homes and homes with plumbing on exterior walls are higher-risk.

Property: _____ Dates: _____ Forecast low: _____ °F

BEFORE TEMPERATURES DROP (12-24 HOURS AHEAD)

- ☐ Set thermostat to **65°F minimum** (68-70°F recommended). **Do not** use nightly setbacks.
- ☐ Confirm heat is working in **all** rooms (kitchen, baths, basement/crawl space areas, rooms over garages).
- ☐ Open sink base cabinets (and any plumbing access panels), especially on **exterior walls**.
- ☐ Leave interior doors open to bathrooms/laundry/utility rooms so warm air circulates.
- ☐ Let faucets drip where instructed (best practice in vulnerable/older homes: **drip all fixtures**). Run **both hot and cold** to protect both lines.
- ☐ Disconnect all garden hoses from exterior spigots; install insulated faucet covers on all exterior faucets.
- ☐ If the property has interior shutoffs for hose bibs: shut off and briefly open the outside spigot to drain.
- ☐ Locate the **main water shutoff** and ensure it is accessible (know where the shutoff tool is).

DURING THE FREEZE

- ☐ Keep heat running continuously at the set temperature; avoid opening windows for extended periods.
- ☐ Run water 30-60 seconds in rarely used fixtures at least twice daily to keep water moving.
- ☐ Watch for freeze signs: reduced flow/no water, unusual pipe noises, damp cabinets, water spots on ceilings/walls.
- ☐ If leaving the property: keep heat on, keep cabinets open, and arrange a daily check during extreme cold.

IF YOU LOSE HEAT/WATER OR SEE LEAKING

- ☐ If a pipe bursts/active leaking: **shut off the main water** immediately (if safe) and contact landlord/PM.
- ☐ If you lose heat or power: contact landlord/PM immediately. Keep faucets at a slow drip to reduce pressure buildup.
- ☐ Never use an open flame to thaw pipes. Use a hair dryer or space heater with clearance and supervision (do not leave unattended).
- ☐ If you smell gas or suspect a gas leak: leave the home and call the gas utility/emergency services from outside.

AFTER TEMPERATURES RISE

- ☐ When temperatures rise, keep cabinets open for a few hours, then turn off drips gradually.
- ☐ Check under sinks/behind toilets/basement areas for leaks (small leaks can appear after a thaw). Report immediately.

Landlord/Property Manager: _____

Phone/Text: _____

After-hours emergency: _____

Preferred plumber: _____