



Maintenance and Warranty Info

Although we have done our best to ensure that every aspect of your house is perfect, warranty issues do sometimes arise. In that event, please contact us, and we will resolve the issue. We stand by the houses we built so if anything comes up, please do not hesitate to call, text, or email us. Warranty claims can be submitted via text to 701-290-2332 or via email to chad@venturedickinson.com. Please send a photo along with a description of any warranty claim. Below is a list of some best practices and suggestions in order to keep your house in the best condition possible after you move in. If you have any questions, please contact us immediately.

Upon Move-In

- Utilities: Contact all utility companies and switch the property into your name on closing date.
 - Water, Sewer, & Garbage – **City of Dickinson (701-456-7744)**
 - Electric – **Roughrider Electric Cooperative (1-800-748-5533)**
 - Gas – **Montana-Dakota Utilities (1-800-638-3278)**
- Electric Shut Off: Locate the main circuit breaker and show family members how to turn it off in case of emergency.
- Water Shut Off: Locate the main water shut-off valve and all the individual plumbing fixture valves and show all family members how to close them in case of a water leak (If you do notice a leak of any kind contact us ASAP so we can resolve it before it causes any further problems.)
- Emergency Numbers: Keep numbers in a convenient location.
- Flooring Protection: Attach furniture protectors underneath furniture legs to protect floor finishes
- Household Tools: Acquiring some basic hand tools will help you with your normal home maintenance: pliers, adjustable wrench, flat-blade and Phillips screwdrivers, claw hammer, tape measure, caulk and caulking gun, putty knife, paint roller and brush, assorted nails, brads, screws, nuts, bolts, sandpaper, utility knife, toilet plunger, flashlight and batteries

Monthly

- Bathroom: Clean bathtubs and shower. Do not use abrasive cleaners.
- HVAC System: Vacuum the return grills and check the air filters to see if they need to be cleaned or replaced.
- Range Hood Vent Filter: Check to see if it requires cleaning or replacement
- Smoke & Carbon Monoxide Detectors: Test monthly to ensure batteries are operable

Semiannually

- Appliances: Pull & clean out around the refrigerator. Clean all appliances and check for any damage and/or leaks.
- Cabinets & wood furniture: Clean & apply a light coat of wax to wood finish cabinets, also check that the handles are tight & everything operates smoothly.
- Caulking: Check all areas originally caulked by the builder, especially around windows, doors & plumbing fixtures.
- Doorknobs: Grab the knob and slightly give it a pull in an upward & downward direction – if the knob feels loose or moves check the screws & tighten as necessary.
- Door hinges & tracks: Clean & lubricate hinges & tracks as necessary using either a silicone lubricant or soap bar.
- Electrical: Test and reset all GFCI (Ground Fault Circuit Interrupter) & ARC Fault breakers &/or outlets.
- Exterior Finishes: Check for cracks & openings around penetrations – caulk as required.
- Faucet Aerators: Clean out faucet aerators, spray nozzles, shower heads and check drains for buildup of hair, shaving cream, etc...
- Plumbing: Check all water supply lines, drains, & valves for leaks – tighten or repair as needed (Replace washing machine lines every 5 years). Also garage drain pit needs to be cleaned on a regular basis to ensure proper drainage.
- Roofing & Gutters: Visually inspect roof & gutters for damage while also clearing out any buildup of leaves and branches.



- Smoke & Carbon Monoxide Detectors: Pull the detector down, vacuum the outside of the detector, test, and change the battery as required. (Make sure you place a date on the inside of it when it was installed & replace every five years).
- Washer and Dryer: Check dryer vents for blockage. Make sure dryer is firmly connected to vent. Run bleach through the washer to remove any buildup.
- Windows & Doors: Check the weather stripping and confirm they close tightly – replace weather stripping as necessary.
- Window Screens & Storms: Inspect window screens & storms for damage – repair or replace as necessary.

Annually

- Attic, Basements, & Crawl Spaces: Check for any signs of leaks, moisture, rodent issues, etc
- Exterior Cleaning: Clean exterior siding, decking and other structures – touching up or repainting/staining any areas necessary.
- Garage Door: Make sure all bolts are tight and chain is not loose
- Hot Water Heater: Turn off the power & or gas and drain the hot water heater as directed by manufacturer.
- HVAC System: Have a licensed HVAC Contractor perform an annual maintenance check-up which should include cleaning the coil, testing safety devices and checking any combustion devices.

Winter

- Hoses: Disconnect hoses on the exterior
- Sprinkler System: Have system blown out by a professional
- Air Conditioner: Cover A/C unit during winter months

THANK YOU FOR YOUR BUSINESS! WE HOPE YOU ENJOY YOUR NEW HOME!