

COMMERCIAL PROPERTY WINTERIZING CHECKLIST FOR BUILDING OWNERS + PROPERTY MANAGERS

PROPERTY: _____

LIFE SAFETY

- Complete and document annual life safety inspections
- Visual inspection of all system(s)
- Replace batteries in smoke detectors and emergency exit light fixtures
- Drain and monitor all drum drips / low point drains (dry fire systems)
- Inspect and test any compressors or jockey pumps servicing dry fire systems
- Ensure operational heating throughout wet system coverage areas

**SALAMANDER RESERVOIRS
PROVIDE EARLY WARNINGS
OF SYSTEM COMPROMISE
AND POTENTIALLY SAVE
20%+ OF ENERGY COSTS**

MECHANICAL

- Check thermostats and batteries
- Perform winter preventative maintenance on all HVAC units
- Ensure all HVAC inlets and outlets are free from snow or debris accumulation

ROOF + EXTERIOR

- Inspect roof, including flashing, seams and transitions and coping
- Ensure gutters and downspouts are secure and clear
- Check doors and windows for air gaps and potential animal entry points
- Ensure building and site lighting are lamped and working
- Program light timers accordingly
- Install snow stakes and reflectors for poles, bollards and other uprights
- Designate areas for snow equipment staging, parking and pile accumulation
- Document insurance and contracts from all service providers

**SHARE DOCUMENTS
FROM THE CLOUD**

PLUMBING

- Visual inspection of all wet areas
- Shut off and drain outside hose spigots
- Ensure no 'freeze-prone' conditions exist

**REPLACE WITH
'FROST FREE'
WHERE POSSIBLE**

SALAMANDER



COURTESY OF JTJ TECH, LLC | MANUFACTURERS OF THE SALAMANDER RESERVOIR

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Protecting the assets
protecting your assets.