



# SPRING CHECKLIST TO PREVENT INSURANCE CLAIMS

## HOMEOWNER CHECKLIST

- Inspect roof for winter damage
- Test sump pump
- Clean gutters and downspouts
- Trim trees near home
- Check outdoor faucets and sprinklers
- Test smoke and carbon monoxide detectors
- Inspect your foundation for cracks
- Check your water heater for leaks
- Service your HVAC system
- Inspect and clean your dryer vent
- Review your home inventory

## SMALL BUSINESS CHECKLIST

- Inspect building exterior
- Maintain gutters and drainage systems
- Test sump pumps or basement drains
- Trim trees and maintain outdoor areas
- Review emergency maintenance contacts
- Inspect parking lots and sidewalks for cracks
- Test all exterior lighting
- Check backup generator or emergency power
- Review and clean fire extinguishers
- Review and clean sprinkler systems
- Inspect roof-mounted HVAC units
- Update or test your business continuity plan



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