



**WINTER**  
**SEASONAL CHECKLIST**

Each season, it's a good idea to take a look around your home and perform the maintenance needed to keep everything looking great and working well. Typically, it's best to do this on a month-by-month basis, so we have provided some seasonal checklists that can help.

### DECEMBER

- Check air ducts, remove covers & vacuum dust from vents
- If possible, carefully remove snow/ ice from roof overhangs/ vents
- Clean or replace furnace filter
- Check/clean heat recovery ventilator [HRV]; wash or replace filter
- Check & reset ground fault circuit interrupter [GFCI] (e.g. exterior outlets, bathrooms or at main electrical panel)
- Test smoke alarms & carbon monoxide detectors

### JANUARY

- Clean or replace furnace filter
- Check/clean heat recovery ventilator [HRV]; wash or replace filter
- Check & ensure that air intakes, exhausts & meters are clear of snow

- If possible, carefully remove snow/ice from roof overhangs/ vents
- Test smoke alarms & carbon monoxide detectors

### FEBRUARY

- Clean or replace furnace filter
- Check/clean heat recovery ventilator [HRV]; wash or replace filter
- Check & ensure that air intakes, exhausts & meters are clear of snow
- If possible, carefully remove snow/ice from roof overhangs/ vents
- Check & reset ground fault circuit interrupter [GFCI] (e.g. exterior outlets, bathrooms or at main electrical panel)
- Test smoke alarms & carbon monoxide detectors

### GOOD ADVICE FOR WINTER HEATING

It is a good idea to have your heating system professionally serviced by the installer or another certified technician to ensure it is in proper working order before the onset of cold weather. If your furnace does break down over the winter months, call the service number located on the furnace for service. The repair will be free of charge if within the 2-year Nirvana warranty period. If it happens after the warranty period ends, service charges will apply; however, parts may still be warranted through the manufacturer.