

*Argus Property Management wishes all of our owners a pleasant and safe trip home.
Below is a list of suggestions to prepare your unit for your departure*

Departure Checklist

- Remove perishables from refrigerator. Turn ice-maker to “off” but leave your refrigerator on the low setting.
- Run your garbage disposal and check to make sure it is clean.
- Turn off water heater and inspect for signs of rust that may leak in your absence.
- Turn off the water coming into the home. (Exception if the fire sprinkler system receives water from your main water system.)
- Inspect or have someone inspect your A/C unit to assure proper drainage and drip pans are not rusted.
- Turn your A/C unit to 78-80 degrees and set on “Auto.” This will help de-humidify your unit. If you have a humidistat place this to the on setting.
- Check around windows and exterior doors for signs of water intrusion.
- Unplug your TV, Clock Radios, Computers, and other electronic devices to prevent damage during summer thunderstorms.
- Leave closet doors ajar.
- Cancel newspaper deliveries.
- Leave change of address card for mailman and mail a change of address to Argus Property Management
- Bring all porch furniture inside.
- Close draperies or blinds if you are concerned about sun fading carpet, etc.
- All lights should be turned off, but leave the power on.
- Check all doors and windows to be certain they are locked.
- If you leave a car at your unit give the keys to a neighbor in case it needs to be moved.
- Have someone check on your unit weekly and look for any mold, leaks or other damage that may need to be reported to the association.