

## LANDLORD/TENANT MAINTENANCE RESPONSIBILITIES

### Appendix “A”

#### 1. General:

*Tenant* will pay the cost of repair to plugged toilets, sinks, drains and garborators, and for the repair or replacement of windows, screens or light fixtures, where the repair or replacement has been caused by damage or removal by the Tenant or the Tenant's guests.

#### 2. Appliances:

*Landlord* will maintain all large appliances listed in the Residential Tenancy Agreement.

#### 3. Plumbing:

*Landlord* will maintain all major plumbing within the unit with the exception of above Section 1.

*Tenant* will be responsible for minor plumbing repairs (i.e. toilet seat tightening, handle replacement, fridge filter replacing, etc.).

*Tenant* is responsible to inform Landlord if bathtub/sinks need to be re-siliconed.

#### 4. Electrical:

*Landlord* will maintain all large electrical fixtures with the exception of above Section 1. Note: Tenant is responsible for all light bulb replacement.

*Landlord* will supply all smoke detectors for the rental unit.

*Tenant* is responsible for smoke detector battery testing and replacement, and agrees to notify Landlord of any problems with detectors.

*Tenant* is responsible for supplying and maintaining CO detectors in the rental unit should they require them (recommended)

#### 5. Furnace/HVac/Humidifiers:

*Tenant* must change the furnace filter every 4 months (dependent on heating system). The tenant is also responsible for having a professional inspect the safety of the gas appliances on an annual basis. See attached for Atco's contact information.

*Tenant* will conduct routine maintenance of any humidifiers – de-scaling with CLR®, lowering settings during cold temperatures, etc. (if applicable).

*Tenant* is responsible for cleaning bathroom exhaust fans twice per year as well as prior to vacating the unit. Tenant will ensure that the bathroom exhaust fan is ON during/after each shower to prevent mold growth (run fan for 20–30 minutes).

## **6. General/Exterior:**

*Tenant* is to maintain any exterior lawns, yard space and landscaping which are a part of the leased property, unless they are being maintained by a Condominium Corporation of which the property is a part.

*Tenant* shall keep the sidewalk, entrance, driveway or parking space clean and tidy and free of objectionable material, including snow and ice as per Town of Canmore bylaws. Any fines assessed by the Town will be assessed back to the *Tenant*.

*Tenant* must ensure that all garden hoses are disconnected from exterior hose bib(s) prior to cold weather. If "frost free" disconnect hose, if "old-style", disconnect hose, shut off interior water tap and drain line prior to cold weather (if applicable).

## **7. Chimney:**

*Tenant* will notify Landlord when a chimney cleaning for a wood burning fireplace may be warranted (if applicable). Landlord will schedule chimney inspections every one to two years dependent on *Tenant* usage. The *tenant* understands that wood burning chimneys are NOT meant for heating your home. Over-use of wood burning fireplaces is not permitted under any circumstance. Only small controlled fires are permitted with minimal use of paper and no burning of foreign objects. If you have any questions or concerns, please contact PEKA.

## **8. Additional Rules:**

- a) No structural alterations, painting, papering, curtain/blind installation, or redecorating shall be done by the *tenant* without prior written consent of the Landlord. Only small picture hooks or nails are permitted. No large screws, drywall anchors or shelf installation without permission from the Landlord.
- b) No electric wiring or heating units shall be installed in the premises without the prior written consent of the Landlord.
- c) No combustible material or flammable liquid shall be kept on the Premises except in small quantities and in containers approved for this purpose.
- d) If the *Tenant* is absent from the Premises and the Premises is unoccupied for an extended period as defined under insurance policies, the *Tenant* is to arrange for inspection by a competent person and inform the Landlord he/she will be absent from the Premises.
- e) The *Tenant* shall not affix to or erect upon the Premises any radio or TV dish, antenna or tower, without the prior written consent of the Landlord.

**NOTE:** The **Tenant** will be responsible for payment of any contractor called out for items deemed the *tenant's* responsibility (not limited to): resetting circuit breakers, changing light bulbs, appliance cleaning, plugged drains and relighting pilot lights for gas fireplaces.

## **9. ONGOING MAINTENANCE TIPS:**

The following is a suggested maintenance guide for your use throughout your tenancy. Although the Landlord does not charge you for normal wear and tear to the unit, you can be charged for damage(s) due to abuse, neglect or lack of regular maintenance.

### **STOVE/OVEN**

Clean stovetop daily and drip pans under burners monthly. The oven should be cleaned 2 to 3 times a year. Also, the stove should be pulled out and the area behind and alongside of the stove cleaned at least once a year. Be careful not to damage the floor.

**FRIDGE**

Clean the inside of the fridge 3 to 4 times a year. Pull out the fridge and clean behind (including dust off the coils) at least once a year. Be careful not to damage the flooring. If your refrigerator is equipped with a water or ice dispenser, DO NOT pull it away from the wall. Doing so could damage the water lines that are connected to the fridge. Some refrigerators are equipped with crank legs. Ensure that the legs are down before attempting to pull away from the wall.

**DISHWASHER**

Clean food off of dishes (and paper off of bottles) before loading them into the dishwasher as these can clog and damage the pump motor. Also, run the hot water in your kitchen before turning on the appliance. Dishwasher soap does not dissolve and clean in cold water.

**WASHER/DRYER**

These machines need regular cleaning, especially the dryer. The lint filter must be cleaned after every drying cycle. Also, the area around both machines should be cleaned regularly to prevent lint and dust from clogging the motors and assemblies.

**BATHTUBS/SHOWERS**

Bathtubs and shower surrounds (tile) should be cleaned weekly. Soap scum can break down the sealants and grout causing water leakage to the wall area behind and ultimately to substructures and flooring. If you notice any signs of this, please contact PEKA to repair these areas ASAP. Also, wipe up any water off the floor after showering as this works its way into the sub-flooring and destroys the flooring and ceilings below.

**TOILETS**

If your toilet becomes plugged, try using a plunger first. If this does not clear the plug, call a plumber to clear the blockage. If the blockage was the result of a faulty toilet or drain, you will be reimbursed for the bill. However, the owner does not pay the cost if you caused the problem.

**CARPETS/FLOORING:** These should be vacuumed at least once weekly. Carpets should be steam cleaned at least once a year, and other flooring washed once a month. If you should accidentally stain or damage your carpet, CALL A PROFESSIONAL COMPANY FOR DIRECTIONS IMMEDIATELY! Many household cleaners will permanently set a stain so get advice before proceeding.