

Heat

The purpose of this section is to assist our tenants with understanding and operating their heaters properly.

SYSTEM TESTING: We suggest that all tenants test their heating systems early in the season, prior to the first cold snap. It has been our experience that each winter several heating units may need service. If you wait until the last minute when the demand for heating service is high, it may take longer to provide the service. Please perform the following test:

1. Wait for a cool night
2. Turn your thermostat to **HEAT**
3. Turn the fan to **AUTO** if applicable
4. Turn the heat up to 80 degrees for test purposes only.
5. Turn off the heat after the test.

COLD WEATHER TIPS

1. **Make sure that all regular and storm windows are shut.** As silly as it sounds, each year one or two tenants fail to do this and call to complain about the heat.
2. **If you have a fireplace, keep the chimney flue closed.**
3. **There is no way to guarantee even heating throughout a house or apartment,** however adjustments can be made by opening and closing various registers, (vents).
*In winter if you live in a 2 or more-story apartment or house open up the lower-level registers and close the top. The heat will rise. Reverse this for cooling in the summer.
4. **Take advantage of passive solar heating during the day.** If you have windows, that get a lot of sunlight; consider leaving the blinds or shades opened during the day to capture this heat
5. **Seal your windows. Even with storm windows, you may want to use a plastic sealer on the inside of the window.** 3M makes a great product especially for this. It is inexpensive, takes only minutes to install, and is practically invisible. It will also keep your home warmer, and cut down considerably on your heating bill. If you decide to do this, use only the original product made for just this purpose. It comes with double sided tape, which can be easily removed without extensive damage to the windows if you are careful. Do not use plastic sheets and duct tape. It will cause damage, not work as well, and is ugly.

6. **Space heaters** are another way of bringing additional heat to a colder area. You can use space heaters, with some restrictions. You cannot use kerosene, or electric element heaters, (these are the ones that glow orange when you use them), because they present a fire hazard. There are several other kinds of heaters available that are allowed. The best is an oil filled, electric radiator. It has thermostat controls and stays warm even after it turns off