



## FALL HVAC MAINTENANCE CHECKLIST

*Get your home ready before the first cold Georgia morning*

Fall is one of the best times to give your HVAC (heating, ventilation, and air conditioning) system a little attention. Use this checklist to catch potential problems early, improve efficiency, and make sure your heating system is ready when you need it.

### HOMEOWNER CHECKLIST: WHAT YOU CAN DO

- ☐ **Replace or check your air filter.** A dirty filter can restrict airflow and make your HVAC system work harder.
- ☐ **Turn on the heat before you actually need it.** Let your system run for 10–15 minutes and make sure warm air is coming from the vents.
- ☐ **Check your thermostat.** Make sure it switches properly from cooling to heating and responds to temperature changes.
- ☐ **Listen for unusual sounds.** Banging, rattling, squealing, or grinding noises are worth having checked.
- ☐ **Pay attention to unusual smells.** A brief dusty smell on first use is normal. Persistent burning, electrical, or musty odors should be inspected.
- ☐ **Check airflow throughout your home.** Walk room to room. Are some vents blowing less air, or are certain rooms warmer or colder?
- ☐ **Clear your vents and registers.** Make sure furniture, rugs, curtains, and other items aren't blocking airflow.
- ☐ **Look around your outdoor unit.** Remove leaves, weeds, and debris. Don't open or disassemble the unit yourself.
- ☐ **Check your utility bills.** Compare with previous seasons. An unexplained increase can signal your system is working harder than it should.
- ☐ **Think about last season.** Did your system struggle to keep up, run constantly, need frequent repairs, or leave rooms uncomfortable? Don't ignore those signs.

### PROFESSIONAL FALL HVAC CHECKLIST

A professional technician can go beyond the basics and evaluate the performance, condition, and safety of your system. Ask your HVAC professional to:

- |                                                                            |                                                                                      |
|----------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <input type="checkbox"/> Inspect the heating and cooling equipment         | <input type="checkbox"/> Inspect accessible ductwork for leaks or damage             |
| <input type="checkbox"/> Test system operation and heating performance     | <input type="checkbox"/> Check the air filter and recommend a replacement schedule   |
| <input type="checkbox"/> Inspect electrical components and connections     | <input type="checkbox"/> Inspect applicable safety controls                          |
| <input type="checkbox"/> Check motors, capacitors, and other components    | <input type="checkbox"/> Check fuel-burning and combustion-related components        |
| <input type="checkbox"/> Inspect the blower and airflow                    | <input type="checkbox"/> Flag worn components before they become emergencies         |
| <input type="checkbox"/> Check thermostat operation and settings           | <input type="checkbox"/> Discuss indoor air quality: dust, humidity, odors, ductwork |
| <input type="checkbox"/> Inspect condensate drains and drainage components | <input type="checkbox"/> Review the system's age, condition, and remaining life      |

## SHOULD YOU START PLANNING FOR A NEW SYSTEM?

Fall is a good time to evaluate whether to keep repairing an older system or begin planning for replacement. Consider asking about replacement if:

- ☐ Your system is approaching or beyond its expected service life
- ☐ You've needed increasingly frequent repairs
- ☐ A major repair is being recommended
- ☐ Your energy bills have noticeably increased
- ☐ Your system runs long but struggles to keep the home comfortable
- ☐ Some rooms are consistently too hot or too cold
- ☐ Your system is unusually loud
- ☐ You're concerned about reliability going into another season
- ☐ You want better efficiency, comfort, or air quality

### If You're Considering a New System, Don't Focus on Price Alone

Ask your HVAC contractor to evaluate:

- ☐ The correct system size for your home
- ☐ Your home's heating and cooling needs
- ☐ Energy-efficiency options and cost differences
- ☐ The condition and design of existing ductwork
- ☐ Airflow and comfort issues throughout the home
- ☐ Thermostat and zoning options
- ☐ Indoor air quality and humidity-control needs
- ☐ Equipment and installation warranties
- ☐ Maintenance requirements
- ☐ Available rebates, incentives, or financing
- ☐ Total cost of repair vs. replacement over time

## THE GOAL: NO SURPRISES THIS WINTER

You shouldn't have to wait until the first freezing morning to discover your heating system isn't ready. A fall HVAC inspection gives you time to understand the condition of your equipment, take care of maintenance, make repairs, and, if your system is nearing the end of its life, plan for replacement before it becomes an emergency.

*Not sure where your HVAC system stands? Just say Hello.*

Hello HVAC can inspect your system, explain what we're seeing, and help you decide what makes sense for your home, whether that's routine maintenance, a repair, or planning ahead for a new system.

[www.Hello-HVAC.com](http://www.Hello-HVAC.com) • (706) 352-9115

*Say Hello to year-round comfort*

### INSTALLATION & UPGRADES

Installation  
System Upgrades

### MAINTENANCE & REPAIR

Preventative Maintenance  
Repair Services  
Emergency HVAC Services

### AIR QUALITY & COMFORT

Air Purification  
Humidity Control

### DUCT & CLEANING SERVICES

Duct Services  
Duct and Vent Cleaning  
Dryer Vent Cleaning  
Air Duct Sanitizing (Fogging)