HouseFacts Home Departure Checklist

Use this checklist to prepare your home whenever you leave it vacant for an extended period. To customize it for your property, open the Google Doc version and go to *File > Make a copy* so you can edit your own checklist.

Heatir	ng, Cooling, and Utilities
	Adjust thermostat to safe settings (e.g., 55°F in winter, 78°F in summer). Shut off unnecessary utilities: water, gas, and electricity (if applicable). Unplug electronics and appliances to avoid phantom energy use or surges. Turn off water heater or set to vacation mode.
Plumb	oing and Water Systems
	Shut off main water supply (if property will be vacant long-term). Drain pipes and appliances (especially in cold climates). Add non-toxic antifreeze to drains and toilets if winterizing a home without heat. Inspect for leaks and repair before leaving.
Safety	and Security
	Lock all doors, windows, and gates. Set alarms and test security systems. Install or check smart cameras and motion-activated lights. Set light timers to make the home look occupied. Notify a trusted neighbor, family member, or property manager of your absence. Stop or forward mail and deliveries.
House	ehold and Appliances
	Empty trash, recycling, and compost bins. Clear refrigerator and pantry of perishables. Clean kitchen counters and floors to prevent pests. Run garbage disposal and dishwasher before leaving.

☐ Check laundry appliances (remove clothes, empty lint trap).	
Maintenance and Exterior		
☐ Clean gutters and downspo	uts if leaving during a storm-prone season.	
Inspect roof, windows, and	doors for damage or leaks.	
Trim trees or branches near	the home.	
Store or cover outdoor furni	ture, grills, and equipment.	
☐ Secure sheds, garages, and	d outdoor storage areas.	
Financial and Administrative		
☐ Set up auto-pay for utilities,	insurance, and property taxes.	
Leave emergency contact in	nformation with a trusted person.	
Keep copies of important do records).	ocuments in a digital binder (warranties, receipts, service	