

LUXURY HOME SERVICES



Your home, your investment. What does home mean to you?

To me, home is my castle! It is a place where you can feel secure, relaxed, and create memories with family and friends. I understand that maintaining a home requires time and effort. That is why I offer customized home services to manage your home in a professional manner.

Concierge Service ——

- Annual or monthly membership
- Routine inspections
- Monthly invoice itemizing all managed services
- Online Platform for communication and documentation storage

Weekly

Run faucets and flush toilets

Inspect interior and exterior of home

Water plants

Review thermostats

Collect packages and mail

Monthly

Inspect fire extinguisher(s)

Test smoke/carbon dioxide detectors

Check water softener

Inspect RO system

Quarterly

Check driveway/pavement for cracks

Test garage door auto-reverse feature

Inspect HVAC filters

Biannually

Replace batteries in smoke/carbon dioxide detectors

Annually

Test radon gas levels

Verify water hardness level

"I AM THE KEY TO YOUR CAREFREE HOME."

Reasonal —



Spring

Inspect the exterior of your home

Get your air conditioning system ready for summer

Check for dead plants/shrubs

Check trees for interference with electric lines

De-winterize irrigation system*



Winter

Regularly check for ice dams and icicles Check all locks and deadbolts on your doors and windows

Check caulking around showers and bathtubs; repair as needed



Summer

Check caulking around showers and bathtubs
Inspect plumbing for leaks
Clean out gutters*

Check exhaust vents to exterior of home*

Prime the pump for secondary water usage*



Fall

Winterize air conditioning system

Get heating system ready for winter

Blowout of irrigation system*

*Service outsourced to professional provider and invoiced separately.





A La Carte Service List

- Landscaping
- House Cleaning
- Window Cleaning
- Snow Removal
- Pest Control
- Vehicle Oil Service at Dealership
- Dry-Cleaning Services
- Order Winter Supplies
- Chimney Service
- Organize Home Appointments
- Pre-Arrival Service; 24-hour notice
 - Food stocking
 - Beverage stocking
 - Floral arrangement
 - Drop off vehicle at airport
- Post-Departure Service; 24-hour notice
 - Discard perishable from fridge
 - Adjust thermostat
 - Deep clean garbage disposal
 - Discard trash
 - Pick up vehicle at airport
 - Vehicle detail service

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