



# Boutique Home Maintenance Guide

A refined care reference for ANMAX homeowners. Designed to help preserve finishes, maintain comfort, and support the long-term performance of your residence.

Your suite offers the privacy and scale of a custom home with the support of a professionally managed boutique residence. In-suite maintenance remains the homeowner's responsibility, while common elements are maintained by property management.

## IN-SUITE MAINTENANCE SCHEDULE

### Rhythms of Care

<p><b>Weekly</b> Clean dryer lint traps after every use, including any secondary ceiling-mounted lint trap if provided.</p> <p><b>Monthly</b> Test smoke and CO detectors. Inspect plumbing valves under sinks, near toilets, and behind the washing machine. Locate your main water shut-off valve.</p> <p><b>Quarterly</b> Replace HVAC / fan coil filters approximately every 3 months. Operate awning windows gently and lubricate tracks only if needed.</p>	<p><b>Biannually</b> Clean pop-up drains in tubs and bathroom sinks. Clean or replace the HRV filter every six months for healthy airflow.</p> <p><b>Annually</b> Arrange a deeper HRV core cleaning once per year to maintain peak ventilation performance.</p> <p><b>Owner Tip</b> Keep a small home log for filter replacements, warranty claims, and seasonal service appointments.</p>
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## SEASONAL MAINTENANCE

### Protecting Your Home Through the Seasons

Spring	Clean balcony tracks and drains so rainwater can clear freely. Remove leaves and debris from terraces and sliding-door tracks.
Summer	Confirm the A/C condensation line is clear and replace HVAC filters for the cooling season if required.
Fall	Winterize exterior hose bibs: turn off the interior shut-off valve, disconnect hoses, drain the line, and leave the exterior tap open.
Winter	Use kitchen and bathroom exhaust fans, run the HRV fan during very cold weather, avoid drying large amounts of wet clothing indoors, and keep drapes open during the day to encourage air circulation over glass. Monitor indoor humidity with a hygrometer. A winter target of about 30% to 40% relative humidity helps reduce condensation.



# Boutique Condo Living Guidelines

Thoughtful habits help protect a calm and elevated living environment for everyone in the building.

<p><b>Shared stairs and hallways</b></p> <p>Common stairwells and hallways are fire escape routes. Do not leave shoe racks, floor mats, umbrellas, garbage bags, or personal items in common corridors or stairwells.</p>	<p><b>Garbage and recycling</b></p> <p>Dispose of waste at designated times and areas. Break down large recyclables, including cardboard boxes, before disposal.</p>
<p><b>Noise and vibration</b></p> <p>Hardwood floors can transfer impact noise. Area rugs in high-traffic spaces are recommended, and residents should be mindful of neighbours during early morning and late evening hours.</p>	<p><b>Reporting common area issues</b></p> <p>Report burnt-out common-area lights, malfunctioning entrance locks, or delayed exterior maintenance promptly to property management.</p>

## Designed with Purpose. Built with Integrity. Crafted for Life.

This guide is for general homeowner reference only. Warranty coverage, condominium responsibilities, and maintenance obligations are governed by the applicable agreements, condominium documents, Tarion materials, and property management policies.

For service questions or general homeowner support, please contact ANMAX at [info@anmax.ltd](mailto:info@anmax.ltd).