



*Caring for your home*

## KITCHEN MAINTENANCE

The kitchen is the heart of the home and often where families spend a majority of their time—preparing and eating meals, catching up on the day and celebrating special moments. It can also be where pests and other home issues can surface. Following are specific tips you can follow to keep your kitchen in top condition:

- Promptly wipe up spills and clean countertops, floors, appliances, sinks and cabinets on a regular basis.
- Don't overly pack food into the garbage disposal (if applicable)—add in gradual amounts.
- Always run cold water into the garbage disposal while it is on and for an additional 30 seconds after you turn it off to fully flush the pipes.
- Clean your garbage disposal each month by running ice cubes and lemon wedges through.
- Keep your trash can covered to help prevent pests.
- Avoid overfilling the cabinet under the kitchen sink—if a leak occurs, it will be harder to detect.
- In the dishwasher, only use detergents labeled specifically for this appliance. If you use dishwasher tablets, do not put them in the soap dispenser—just place them into the dishwasher freely.
- During the cold season, check local weather for freezing temperatures and keep a slow drip running in your kitchen sink to prevent pipes from freezing.

### GARBAGE DISPOSAL DON'TS!

- Seafood
- Potato peels
- Pasta
- Egg shells
- Meat bones
- Non-food items (foil, glass, metal, china, plastic, bottle caps, rubber bands, etc.)
- Drain cleaner

## CONTACT INFORMATION

Management Office: 845-446-6407  
Maintenance Requests: 845-446-3570

WestPointFamilyHomes.com  
WestPointLeasing@bbcgrp.com

### WHAT TO REPORT

1. Leaks or water damage
2. Malfunctioning kitchen appliances/  
garbage disposal
3. Pest issues

### HOW TO REPORT

Submit a work order online through the Resident Portal (click 'Resident' on our website) or call it in to our Maintenance office using the number indicated below.



  
**West Point**  
FAMILY HOMES

