



New Year Furnace Checklist and Heating Safety Tips

Print and review each January to check airflow, filters, thermostat basics, and key safety items.

1) Furnace and airflow (10 minutes)

- Supply registers open and not blocked.
- Return grilles clear (no furniture, curtains, or storage in front).
- Listen for new sounds (rattles, loud whooshing, vibration).
- Area around furnace and vent pipe clear of boxes and chemicals.

2) Filters and HVAC filter schedule

- Write down filter size and keep a spare on hand. _____
- Airflow arrow points toward the furnace.
- Check filter monthly during winter run-time.
- Replace at least every three months, sooner if dirty.
- If filter fits loosely or bows, ask about a better-fitting rack or media cabinet.

3) Thermostat check

- Replace thermostat batteries (if applicable).
- Set to Heat; fan set to Auto.
- Verify time/date/schedule (especially after the holidays).
- Uneven rooms: check airflow first before turning temperature up.

4) Heating safety checklist

- Test every carbon monoxide (CO) alarm.
- CO alarms on every level and outside sleeping areas.
- Replace expired CO alarms (check date of manufacture).
- Test smoke alarms the same day.
- High-efficiency furnace: exterior intake/exhaust clear of snow and ice.
- Smell gas or suspect CO: leave home and call your gas utility or 911.

5) When to call for service

- Short cycling (frequent on/off).
- Banging at startup, unusual burner behavior, or persistent new noises.
- Rising bills with no comfort improvement.
- Cold bedrooms or one side stays cold after airflow checks.
- Request a technician to verify draft, combustion, and airflow.