

Personalized Management Services Maintenance and Repair Tips and Tricks

Below is a list of some of the typical maintenance items that come up. Many of these are simple and easy to correct on your own. Please look for the topic and follow the directions below for tips to save you time and money.

Garbage Disposals

It is not often that a garbage disposal will go bad. Most of the time the problem is due to jams or clogs. Follow the steps below to check on simple solutions. ***Please remember that if we send someone out and it turns out to be a jam or clog the service call and/or repairs will be at your expense.***

1. Turn the disposal on and listen for any noise. If there is no noise go to Step 2. If there is a humming sound but the disposal is not working there is something jammed in the blades. Go to Step 3.
2. If there is no noise it means the disposal may have just tripped the reset button. This can be due to a jam or just too much food being put in all at one time. Follow the steps below:
 - 2.1. Turn off the disposal.
 - 2.2. Open the cabinet below the sink.
 - 2.3. On the very bottom end of the disposal there is a Reset Button. Push this button.
 - 2.4. Turn on the disposal. If this works you are all set.
 - 2.5. If you get a humming sound it means there is something jamming the blades. Go to Step 3.
 - 2.6. If there is no sound it appears the disposal may be broken and you go to Step 4.
3. If you get a humming noise when the disposal is turned on it means there is something jamming in the blades. Follow these steps to try and clear the jam...
 - 3.1. Turn off the disposal at the switch.
 - 3.2. Check under the sink to see if the disposal can be unplugged. Some of the older units are hardwired and cannot be unplugged. In any case, you must make sure the power is off.
 - 3.3. Once the power is off you can reach into the disposal to see if you can feel anything that might be causing the jam. If you do find something, remove it and go back to Step 1. If you do not find anything, go to the next step.
 - 3.4. If you do not find anything in the blades there is a recessed bolt hole at the bottom of the disposal. This was made to fit a special wrench that you can obtain at any hardware store. Use this wrench to turn the bolt in a counter-clockwise direction. It should turn freely.
 - 3.5. Once the blades turn freely reach back into the disposal to see if you can locate whatever was jamming the blades. Remove it if you can find it. When everyone is clear, go back to Step 1.
4. If nothing works you will need to place a maintenance request. You can do this from our website (www.ColoradoRentalServices.com) by clicking on the link on the right hand side.

Personalized Management Services Maintenance and Repair Tips and Tricks

Toilet Running

If the toilet is running there could several reasons. Sometimes just jiggling the handle will re-seat the flapper in the tank the problem is solved. However, if this does not stop the running, follow the steps below...

1. You need to shut off the water to the toilet. There should be a small valve below the tank where the water line comes out of the wall. Turn this valve all the way to right (lefty loosey, righty tighty) to shut off the water.
2. Once the water is off you will need to place a maintenance request. You can do this from our website (www.ColoradoRentalServices.com) by clicking on the link on the right hand side.

PLEASE NOTE: If the toilet needs repairs we will fix this as soon as possible. If, however, you do not notify us of the problem, you will be solely responsible for the water bill!