

## VACATION / UNOCCUPIED HOME ENERGY CHECKLIST

Decide which actions apply to your home and are worth the effort and disruption, depending on how long you plan to be away. Place a check mark under “to do” for those that you’ll do, and then put a check mark beside each once it’s done. When you come back, you can easily see the items you need to put back to normal and check them off as you do them.

<i>The most important ones, the most savings and least effort, are highlighted with a *</i>	To Do	Done	Back to Normal
<b>Heater Thermostat*</b>			
Programmable: Set to 61F (16C) and Hold, or program and use the Vacation setting.			
Manual: Turn down to 61F (16C).			
<b>Other Space Heaters</b>			
Gas furnace and gas fireplaces: Turn off pilot light for the summer. You may need to have gas utility or service company re-light them.			
Furnace fan: Switch off (summer only).			
Electric: Unplug. Should not be left on while unattended, even if it has a thermostat.			
Gas: Turn to the lowest setting or off, ensuring pipes won't freeze.			
<b>Water Heater</b>			
Electric: Set to lowest temperature or turn off at the breaker.			
Gas: Turn off or use Vacation setting.			
Water taps: Repair any drips or leaks.			n/a
Instant hot water tap: Unplug water heater reservoir under the sink.			
Humidifiers and dehumidifiers: Turn off.			
Air conditioning: Turn off at the thermostat, not the breaker.			
Attic fan: Disconnect.			
Swimming pool heater: Turn off / lower the temperature (leave pump on).			
<b>Appliances</b>			
Refrigerator: Empty completely and turn thermostat to warmest setting, or Empty, unplug or switch off at breaker and prop the door open, or leave at normal setting			
Second refrigerator: As above. Consider leaving it unplugged after you get back. If you can get rid of it, you'll save up to \$100 a year.			
Freezer (if emptied): Unplug.			
Clocks (electric): Unplug.			
Appliances with clocks: Unplug.			
Microwave			
Coffeemaker			
Other:			
Electric blankets (winter): Ensure all are turned off.			
Waterbeds: Lower temperature by 10F (5C) and cover with extra quilts, or Cover with extra quilts but leave at usual temperature, as it could take a while to regain a comfortable temperature.			
<b>Lighting</b>			
Set up lamps on timers for security *			
Outdoor lights: Connect to a timer, motion sensor, or photocell – a one-time job, you can leave that way when you return.			
Night lights: Unplug			
<b>Electronic devices</b>			
Television/s			
VCR/DVDs			
Cable TV converter box			
Satellite TV dish: Unplug			
Stereo: Unplug			
Computer, printer and other peripherals: Unplug.			
Game systems (Xbox, Playstation, etc.): Unplug.			
Window coverings: Leave blinds and curtains closed, unless you have someone coming in during the day to open them. *			
Rechargers and cordless devices (with transformer boxes): Unplug.			
Cell phone chargers			
Electric toothbrush chargers			
Battery rechargers			