

HOME MAINTENANCE CHECKLIST

As Needed Condition

- Close Fireplace damper when not in use _____
- Fix leaky faucets _____
- Unclog slow-running drains _____

Monthly

- Inspect and replace filters as necessary (air conditioner, furnace, pool, and so on) _____
- Clean/vacuum grill and inside compressor unit of central air conditioner, when in use _____
- Walk around the house exterior to check general condition _____

Spring

- Replace smoke and fire alarm batteries (at least twice per year) _____
- Cut back any trees or shrubs touching the exterior (twice per year) _____
- Inspect and touch up exterior paint _____
- Inspect foundation for water penetration, settlement, and cracks _____
- Inspect or treat exterior wood for splintering, decay, and insect damage _____
- Clean exterior of upper-story windows (twice per year) _____
- Install window screens, repairing as needed _____
- Clean gutters and inspect downspouts (twice per year) _____
- Inspect roof for warping, aging, moss, and cracking _____
- Perform seasonal pest control (quarterly) _____

Summer

- Inspect exposed plumbing areas for dampness (twice per year) _____
- Fix loose or cracked caulking around tiles, sinks, tubs, showers, toilets, and counters _____
- Inspect appliance hoses and ventilation according to owner's manuals _____
- Power wash, repair, refinish, and seal decks, reset any protruding nails _____
- Clean and lubricate sliding-glass-door tracks and window tracks _____
- Lubricate door hinges and locks _____
- Oil garage door(s) _____
- Patch driveway and other concrete, or treat asphalt _____
- Perform seasonal pest control (quarterly) _____

Fall

- Replace smoke and fire alarm batteries (at least twice per year) _____
- Inspect and clean fireplace and chimney _____
- Service furnace or other heating system _____
- Clean and adjust humidifier on furnace _____
- Clean/vacuum heating ducts, grills, and registers _____
- Clean upper-story windows (twice per year) _____
- Inspect window screens and insulation, and install storm windows _____
- Inspect weather-stripping around doors and replace as needed _____
- Cut back any trees or shrubs touching the roof or exterior (twice per year) _____
- Clean gutters and inspect downspouts (twice per year) _____
- Trim, cover, or bring in outdoor plants as needed _____
- Perform seasonal pest control (quarterly) _____

Winter

- Recharge fire extinguishers _____
- Wax and buff wood floors _____
- Professionally clean curtains and drapes _____
- Inspect and touch up interior paint _____
- Inspect exposed plumbing areas for dampness (twice per year) _____
- Test for carbon monoxide _____

For appliance maintenance schedules and procedures, refer to the specific owner's manual