



HOME MAINTENANCE CHECKLIST

MONTHLY

- Clean or change HVAC Filter (every 1-3 months)
- Check water softener & add salt if needed
- Test smoke alarms & carbon monoxide detectors
- Clean HVAC air return grills
- Clean garbage disposal
- Clean dishwasher
- Vacuum bathroom exhaust fan grill
- Dust ceiling fans
- Clean washer & dryer
- Check drains for clogs
- Check & inspect sump pump
- Inspect fire extinguishers

Additional Items:

ANNUAL/SEASONAL

SPRING

- Inspect roof for missing, loose, or damaged shingles
- Power wash windows & siding
- Clean window & door screens
- Power wash patio, fence, &/or deck, check nails & screws
- Refinish wood fence &/or deck if needed
- Clean gutters & downspouts
- Inspect chimney for damage
- Reseed lawn
- Fertilize lawn (6 weeks after reseeding)
- Clean leaves from flower beds
- Mulch trees, shrubs & plants
- Replace batteries in smoke & carbon monoxide detectors
- Remove cover from AC unit, turn power back on. Schedule AC inspection.
- Clean kitchen exhaust hood & filter
- Flush AC condensate drain hose
- Inspect attic for leaks or pests

Additional Items:

SUMMER

- Inspect sinks, tubs & shower caulking, replace if needed
- Inspect kitchen & bath areas for leaks, check any pipes & plumbing that you can access
- Seal tile grout
- Vacuum refrigerator & freezer coils, clean drip trays (if yours has them)
- Drain & flush out water heater tank
- Inspect siding & masonry; repair any that is damaged
- Check all exterior painted surfaces & touch up, or repaint where necessary
- Inspect roof, gutters, downspouts
- Clean lint from dryer vent
- Lubricate garage door opener, chain, garage door, & all door hinges
- Reverse ceiling fans (counter clockwise)
- Inspect basement or crawl space for moisture or pests
- Inspect for insect activity (termites, etc)
- Clean kitchen exhaust hood & filter
- Flush AC condensate drain hose

Additional Items:



ANNUAL/SEASONAL

FALL

- Rake leaves
- Drain & turn off sprinklers
- Put away garden hoses, winterize exterior water spigots
- Aerate & seed lawn
- Inspect gutters & downspouts; clean leaves out
- Inspect roof for loose, missing, or damaged shingles
- Power wash windows & siding
- Mend cracks & gaps in driveway and walkway
- Inspect fireplace for damage, clean fireplace flues
- Clean kitchen exhaust hood & filter
- Clean window & door screens
- Check caulking & weather stripping in windows & doors; replace as needed
- Replace batteries in smoke & carbon monoxide detectors
- Schedule HVAC inspection
- Trim trees/shrubs away from house
- Flush AC condensate drain hose

Additional Items:

WINTER

- Cover your central AC unit & cut the power to the unit, &/or bring window units inside
- Prepare for snow, get salt & shovels ready
- Protect your outdoor furniture & lawn ornaments; move indoors or cover
- Clean your BBQ grills; move indoors or cover
- Check basement for leaks
- Vacuum refrigerator & freezer coils, clean drip trays (if yours has them)
- Clean drains in sinks, tubs, showers, dishwasher
- Clean kitchen hood & exhaust filter
- Flush AC condensate drain hose
- Inspect washing machine hoses
- Reverse ceiling fan (clockwise)
- Polish wood furniture
- Dust light fixtures

Additional Items:

