

# Home Maintenance Checklist

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

<b>As Needed</b>	<b>Condition</b>
<input type="checkbox"/> Close fireplace damper when not in use	
<input type="checkbox"/> Fix leaky faucets	
<input type="checkbox"/> Unclog slow-running drains	
<b>Monthly</b>	
<input type="checkbox"/> Inspect and test smoke and fire alarms	
<input type="checkbox"/> Inspect and replace filters as necessary (air conditioner, furnace, pool, and so on)	
<input type="checkbox"/> Clean/vacuum grill and inside compressor unit of central air conditioner, when in use	
<input type="checkbox"/> Walk around the house exterior to check general condition	
<b>Spring</b>	
<input type="checkbox"/> Replace smoke and fire alarm batteries (at least twice per year)	
<input type="checkbox"/> Cut back any trees or shrubs touching the exterior (twice per year)	
<input type="checkbox"/> Inspect and touch up exterior paint	
<input type="checkbox"/> Inspect foundation for water penetration, settlement, and cracks	
<input type="checkbox"/> Inspect or treat exterior wood for splintering, decay, and insect damage	
<input type="checkbox"/> Inspect window insulation and remove storm windows	
<input type="checkbox"/> Clean exterior of upper-story windows (twice per year)	
<input type="checkbox"/> Install window screens, repairing as needed	
<input type="checkbox"/> Clean gutters and inspect downspouts (twice per year)	
<input type="checkbox"/> Inspect roof for warping, aging, moss, and cracking	
<input type="checkbox"/> Perform seasonal pest control (quarterly)	
<b>Summer</b>	
<input type="checkbox"/> Inspect exposed plumbing areas for dampness (twice per year)	
<input type="checkbox"/> Fix loose or cracked caulking around tiles, sinks, tubs, showers, toilets, and counters	
<input type="checkbox"/> Inspect appliance hoses and ventilation according to owner's manuals	
<input type="checkbox"/> Power wash, repair, refinish, and seal decks, reset any protruding nails	
<input type="checkbox"/> Clean and lubricate sliding-glass-door tracks and window tracks	
<input type="checkbox"/> Lubricate door hinges and locks	
<input type="checkbox"/> Oil garage door(s)	
<input type="checkbox"/> Patch driveway and other concrete, or treat asphalt	
<input type="checkbox"/> Perform seasonal pest control (quarterly)	
<b>Fall</b>	
<input type="checkbox"/> Replace smoke and fire alarm batteries (at least twice per year)	
<input type="checkbox"/> Inspect and clean fireplace and chimney	
<input type="checkbox"/> Service furnace or other heating system	
<input type="checkbox"/> Clean and adjust humidifier on furnace	
<input type="checkbox"/> Clean/vacuum heating ducts, grills, and registers	
<input type="checkbox"/> Clean upper-story windows (twice per year)	
<input type="checkbox"/> Inspect window screens and insulation, and install storm windows	
<input type="checkbox"/> Inspect weather-stripping around doors and replace as needed.	
<input type="checkbox"/> Cut back any trees or shrubs touching the roof or exterior (twice per year)	
<input type="checkbox"/> Clean gutters and inspect downspouts (twice per year)	
<input type="checkbox"/> Trim, cover, or bring in outdoor plants as needed	
<input type="checkbox"/> Perform seasonal pest control (quarterly)	
<b>Winter</b>	
<input type="checkbox"/> Recharge fire extinguishers	
<input type="checkbox"/> Wax and buff wood floors	
<input type="checkbox"/> Professionally clean curtains and drapes	
<input type="checkbox"/> Inspect and touch up interior paint	
<input type="checkbox"/> Inspect exposed plumbing areas for dampness (twice per year)	
<input type="checkbox"/> Perform seasonal pest control (quarterly)	
<input type="checkbox"/> Test for carbon monoxide	