



HOMEOWNER MAINTENANCE CHECKLIST



MONTHLY

- Test smoke and carbon monoxide detectors
- Clean garbage disposal with ice cubes
- Test GFCI outlets
- Test sump pump
- Flush toilets and run water in bathrooms that are rarely used

NOTES

QUARTERLY

- Change HVAC filters
- Inspect attic/crawlspace/basement for water leaks or other moisture
- Repair cracked or missing caulk in areas around water (sinks, tubs, showers, etc.)
- Check plumbing for leaks (toilets too!)
- Check gutters for leaves and debris
- Practice your fire safety plan
- Check rodent bait station
- Spray perimeter of home for bugs
- Check salt in brine tank of water softener
- Clean the filter of your dehumidifier
- Clean dishwasher

SEMI-ANNUALLY

- Change batteries in smoke and carbon monoxide detectors
- Service HVAC unit (Spring/Fall)
- Clean gutters/downspouts by removing all leaves and debris
- Clean microwave or range hood vent filters
- Check grading and trim trees/shrubs
- Lubricate tracks of garage door and inspect cables and pulleys for damage
- Clean window tracks and inspect weep holes. Inspect window seals for damage.
- Check roof for damaged or missing shingles, damaged vent collars, and debris build-up
- Change direction of ceiling fans (clockwise in Fall, counterclockwise in Spring)
- Clean deck and check for safety concerns

NOTES

YEARLY

- Clean out clothes dryer exhaust vent
- Check gauge on fire extinguishers
- Check your exterior electrical service connection points for damage
- Test circuit breakers
- Clean and inspect chimney (and wood stove!)
- Wash exterior of home including siding, windows, and decking
- Clean exterior HVAC condenser
- Test auto-reverse function on garage door, and test and clean infrared eye sensors
- Winterize outdoor faucets (Fall)
- Inspect for wood destroying insects
- Vacuum refrigerator coils and clean gaskets
- Test public or well water
- Service water solution/equipment
- Prepare/maintain snowblower/lawn mower
- Inspect well mechanics (every 3-5 years)
- Fill new cracks and seal driveway (every 2-3 years)
- Flush water heater to remove sediment
- Review walkways for trip hazards



Call us anytime with questions or for help with home maintenance.
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