

MONTHLY

Maintenance checklist

INT	TERIOR
	Smoke and carbon monoxide detectors: Test batteries.
	Air ducts: Inspect for build-up of mold, allergens, and debris.
	Sink and tub drains: Clear any buildup and check for leaks.
	HVAC system: Adjust thermostat settings for seasonal needs, check filters, and test for efficiency.
	Electrical system: Check for loose wires or overloaded circuits.
	Ground Fault Circuit Interrupters (GFCIs): Test and replace as needed.
	Water heater: Inspect for leaks, test the pressure relief valve, and ensure proper temperature settings.
	Fire extinguishers: Check expiration date and if fully charged.
ΕX	TERIOR
	Check siding for damage.
	Assess the condition of the roof.
	Inspect and clean gutters of debris.

NOTES	





SEASONAL

Maintenance checklist

Spring
INTERIOR
Deep clean the home.
Clean windows and repair any tears or damage to screens.
Ensure air conditioning system is in working order.
Check for moisture in basement and crawl spaces.
EXTERIOR
Prune trees and shrubs, add mulch, and fertilize as needed.
Test and repair outdoor faucets and irrigation systems.
Clear out debris from gutters and downspouts.
Check roof for damage, loose shingles, or leaks.
Clean debris from foundation vents.
Lubricate garage door rollers and door track/opener.

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Summer INTERIOR Reverse ceiling fans counterclockwise. Test security systems. Ensure sump pump and valves are working. EXTERIOR Inspect decks, railings, windowsills, and steps for rot. Clean and apply a sealant to decks or patios. Inspect the grill's propane tanks, hoses, and burners. Clean pool and check water pH levels and filtration system. Address any summer pest issues like ants, bees, and mosquitoes.

NOTES





Maintenance checklist

Fall
INTERIOR
Remove window air conditioners.
Insulate exposed pipes in unheated spaces.
Clean out and inspect fireplace and chimney.
Schedule annual furnace and heating system check-ups.
EXTERIOR
Fertilize and re-seed lawn.
Drain and disconnect outdoor hoses.
Clean and store outdoor furniture and garden tools.





Maintenance checklist

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INTERIOR Deep clean carpets and upholstery. Wash windows and window screens. Inspect toilet supply lines, valves, and parts. Check for signs of leaks or moisture in the basement and crawl spaces. Drain sediment from your water heater. Professionally clean air ducts. Have the HVAC system professionally inspected. EXTERIOR Wash windows and window screens. Power wash siding and exterior paint. Lubricate windows and door hinges. Have the roof professionally inspected and cleaned. MISCELLANEOUS Review homeowners insurance policy and update as needed.

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EVERY 3 - 5 YEARS

Maintenance checklist

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APPLIANCES

Maintenance checklist

QU	ARTERLY
	Clean microwave grease filter.
	Clean garbage disposal and check for clogs.
	Deep clean oven and stovetop.
	Check stove gas line connections.
	Vacuum or brush refrigerator condenser coils.
	Clean dryer vent hose and exhaust duct.
	Clean washing machine's detergent dispenser and door seals.
ΑN	NUALLY
	Clean humidifiers and replace filters as needed.
	Inspect stovetop burner drip pans. (replace if needed)
	Clean dryer vent.
	Clean range hood and exhaust fan thoroughly. (including the fan blades and motor)
	Service and clean vacuum and carpet cleaners.
ΕV	ERY 3 TO 5 YEARS
	Replace washing machine hoses.
	Service larger appliances. (refrigerator, oven, dishwasher)

NOTES



EXTREME WEATHER

Maintenance checklist

HURRICANE-PRONE AREA
Update electrical system with a surge protector.
Install impact-resistant windows and inspect or add storm shutters.
Reinforce garage and entry doors with heavy- duty bolts or braces.
Reinforce outdoor structures.
EARTHQUAKE-PRONE AREA
Secure heavy furniture and appliances.
Apply shatter-resistant film to windows.
Install flexible gas connections.
Install structural steel connectors and shear walls.
Reinforce or bolt the foundation.
FLOOD-PRONE AREA
Anchor outdoor equipment.
Install backflow valves onto pipes.
Raise electrical outlets, switches, fuse boxes, and other wiring at least one foot above potential flood levels.
Add flood vents in foundation walls or garages.

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