



Spring & Summer HVAC Checklist

Prepare your cooling system for warm weather. Complete these tasks to ensure efficient, reliable performance.

☀ Spring Startup Tasks

- ☐ Schedule professional spring tune-up
- ☐ Replace or clean air filter
- ☐ Clean around outdoor condenser unit (2ft clearance)
- ☐ Remove any winter cover from AC unit
- ☐ Clear condensate drain line with vinegar
- ☐ Inspect and clean supply/return vents
- ☐ Test AC operation before first hot day
- ☐ Check thermostat programming for summer schedule
- ☐ Inspect visible ductwork for damage or gaps
- ☐ Clean or replace humidifier filter (if applicable)

⚙ Summer Maintenance Tasks

- ☐ Check air filter monthly (replace as needed)
- ☐ Keep outdoor unit clear of grass, debris, leaves
- ☐ Rinse condenser coils with garden hose monthly
- ☐ Monitor condensate drain for clogs
- ☐ Check for ice buildup on refrigerant lines
- ☐ Verify all rooms cool evenly
- ☐ Check window and door seals
- ☐ Monitor energy bills for unusual spikes
- ☐ Test CO and smoke detectors
- ☐ Keep blinds/curtains closed during peak heat

⚠ When to Call a Pro

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|------------------------------|---------------------------------------|--|
| ! AC running but not cooling | ! Unusual noises or odors from system | ! Water leaking from indoor unit |
| ! Thermostat not responding | ! Circuit breaker tripping repeatedly | ! Ice on outdoor unit or refrigerant lines |

Notes
