

HOME MAINTENANCE CHECKLIST

Following this general home check sheet can be a start in assisting you provide a healthy environment inside & outside of your home. It could also help in some preventative maintenance which may cause costly repairs when left unchecked. This is just a basic guide and certain factors such as older appliances, aged mechanicals, etc. may need special attention more often. And remember to always use licensed contractors or technicians when having any service performed.

<i>Grounds</i>	<i>Spring</i>	<i>Fall</i>	<i>Annual</i>	<i>As Needed</i>	<i>Professional</i>
Water drains away from house (Positive pitch of grade)	<input type="radio"/>				
No trip, fall, choking, sharp edge hazards	<input type="radio"/>	<input type="radio"/>			
Fence around yard or pool is intact	<input type="radio"/>	<input type="radio"/>			
Check for signs of pests (rodents, roaches, termites)	<input type="radio"/>	<input type="radio"/>			
Clean window wells and check drainage	<input type="radio"/>	<input type="radio"/>			
<i>Basement & Crawlpace</i>					
No wet surfaces, puddles	<input type="radio"/>	<input type="radio"/>			
Sump pump and check valve working	<input type="radio"/>	<input type="radio"/>			
Floor drain working	<input type="radio"/>				
Vacuum basement surfaces	<input type="radio"/>				
Check for signs of pests (rodents, roaches, termites)		<input type="radio"/>			
<i>Interior Walls, Ceilings, Windows & Doors</i>					
Check for signs of water damage			<input type="radio"/>		
Check operation of windows and doors	<input type="radio"/>				
Lubricate and repair windows and doors				<input type="radio"/>	
<i>Appliances</i>					
Clean kitchen range hood screens				<input type="radio"/>	
Clean dryer vents and screens	<input type="radio"/>				
Clean exhaust fan outlets and screens	<input type="radio"/>				
Clean air conditioning coils, drain pans	<input type="radio"/>				
Change HVAC filters				1" x Monthly, 3" x Quarterly	
Clean outdoor air intakes and screens		<input type="radio"/>			
Clean humidifier coils, check operation, change filters				Twice during heating season	
Clean and maintenance furnaces, boilers, water heater		<input type="radio"/>			<input type="radio"/>
Clean ovens and ranges		<input type="radio"/>			
<i>Electrical Equipment</i>					
Check for damaged cords	<input type="radio"/>	<input type="radio"/>			
Test ground fault interrupters (Tester Required)	<input type="radio"/>				
Test outlets for proper polarity and ground (Tester Required)			<input type="radio"/>		
Check smoke & CO detectors and replace batteries	<input type="radio"/>	<input type="radio"/>			

Continued on other side

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<i>Attic</i>	<i>Spring</i>	<i>Fall</i>	<i>Annual</i>	<i>As Needed</i>	<i>Professional</i>
Check for signs of pests (rodents, roaches, termites)		o			
Check for water damage	o	o			
Ensure insulation placement		o			
Check that fans are exhausting to exterior			o		
<i>Exterior Roof, Walls & Windows</i>					
Drain outdoor faucets and hoses		o			
Clean gutters and downspouts	o	o			
Shingles in good condition	o				
Check chimney, valley, plumbing vents, skylight flashing	o				
Make sure gutters discharge water away from house (6 to 8 feet)	o				
Check attic for signs of roof leaks	o				
Check for icicles and ice dams			Winter		
Look for peeling paint	o				
Look for signs of leaks where deck attaches to house	o				
Check below windows & doors that flashings intact	o				
Repair broken/cracked glass		o			
Look for signs of leaks at window and door sills	o				
Clean dryer vent	o	o			
Check that exhaust vents are clear	o	o			
<i>Garage</i>					
Ensure proper storage of fuel cans	o	o			
Proper operation of garage door safety devices	o	o			
Check for signs of water damage	o				
Check for signs of pests (rodents, roaches, termites)	o	o			
<i>Plumbing, Fixtures and Appliances</i>					
Check washer hoses and drain connections			o		
Check dishwasher hoses for leaks			o		
Check toilet supply/shut-off valve			o		
Clean & Check refrigerator drip pan and icemaker connections			o		
Check traps & drains at sinks, tubs and showers for leaks			o		
Check hot water heater for leaks	o	o			
Check boiler for leaks		o			
Check water meter/main or well pump for leaks		o			
Clean septic			2 YRS		o
Check bath and kitchen fans for proper operation	o	o			