



SPRING MAINTENANCE CHECKLIST

- Check driveways and sidewalks for cracks, yard for settlement and soil erosion.
- Check to make sure water is draining away from the house.
- Check the fence around pool is intact.
- Check for signs of rodents (roaches, termites, etc.).
- Clean gutters and downspouts.
- Check for roof damage and shingles for condition.
- Check fascia and trim for deterioration.
- Check underside of roof where accessible for water stains or dampness.
- Check siding and trim for damage and decay.
- Check vents, louvers, and chimney caps and housings for bird nests etc.
- Check for damaged flashing.
- Clean area wells, window wells, and storm drains.
- Check doors, windows, and trim for finish failure.
- Check glazed openings for loose putty.
- Check for broken glass and damaged screens.
- Check weather stripping for damage and tightness of fit.
- Check caulking at doors, windows, and all other openings and joints between dissimilar materials (like wood and masonry).
- Check masonry for cracks and loose joints.
- Check painted surfaces for paint failure.
- Have an HVAC professional inspect your system as recommended by the manufacturer.
- Clean dirt and dust from around furnaces.
- Check your water heater for leaks or rust.
- Check sump and sump pump to ensure proper operation.
- Check your fire extinguishers pressure gauge and make sure it's charged.
- Clean the kitchen exhaust hood and air filter.
- Check bathroom and kitchen exhaust fans for operation.
- Check the shutoff valves at all plumbing fixtures to make sure they function.
- Clean the clothes dryer exhaust duct and damper, and the space under the dryer.
- Check smoke and carbon monoxide detectors for proper operation.



SUMMER MAINTENANCE CHECKLIST

- Check kids' playground equipment.
- Check any wood decking or concrete patio for deterioration.
- Check the exterior siding for loose/missing pieces, deterioration or damage.
- Check for signs of rodents (roaches, termites, etc.).
- Check all window and door locks for proper operation.
- Check your home for water leaks.
- Check the water hoses on the clothes washer, refrigerator, icemaker and dishwasher for cracks and bubbles.
- Check smoke and carbon monoxide detectors for proper operation.





FALL MAINTENANCE CHECKLIST

- Run all gas-powered lawn equipment until the fuel is gone or put a fuel stabilizing agent in the fuel tanks.
- Check for signs of rodents (roaches, termites, etc.).
- Drain outside water lines and hoses so they don't freeze in cold weather.
- Clean area wells, window wells, and storm drains.
- Have a certified chimney sweep inspect and clean the flues and check your fireplace damper.
- Check vents, louvers, outdoor electrical fixtures, and chimney caps and housings for bird nests, etc.
- Clean gutters and downspouts.
- Make sure the caulking around doors and windows is adequate to reduce heating/cooling loss.
- Check weather stripping for damage and tightness of fit.
- Protect your home from frozen pipes.
- Check that attic insulation is in place and of an adequate amount.
- Test your emergency generator if you have one.
- Make sure that the caulking around the bathroom fixtures is adequate to prevent water from seeping into the sub-flooring.
- Have an HVAC professional inspect your system as recommended by the manufacturer.
- Check sump and sump pump to ensure proper operation.
- Clean dirt and dust from around furnaces.
- Remove window air conditioners for winter.
- Check smoke and carbon monoxide detectors for proper operation.



WINTER MAINTENANCE CHECKLIST

- Confirm that firewood is stored at least 20 feet away from your home.
- Familiarize family members with the gas main valve and other appliance valves.
- Make sure all electrical holiday decorations are have tight connections.
- Test all AFCI and GFCI devices.
- When it's safe to do so, occasionally check for ice-damn formation in the gutters.
- Check smoke and carbon monoxide detectors for proper operation.





ANNUAL MAINTENANCE CHECKLIST

- Review your emergency escape plan with your family.
- Make sure your house number is visible from the street for first responders to see.
- Replace all extension cords that have become brittle, worn or damaged.
- Inspect and clean dust from the covers of your smoke detectors and carbon-monoxide alarms.
- Have your Home Inspector provide a yearly home maintenance inspection.
- Check safety and reversing mechanism on electric garage door operators, adjust if needed.
- Check and lubricate window hardware.
- Sweep debris from flat and low slope roofs.
- Evaluate roof for future replacement.
- Check fascias and soffits for paint failure and decay.
- Check floor for wear and damage, particularly where one material meets another.
- Evaluate floor for replacement or refinishing.
- Check flush valves, faucets, hose bibs, and supply and drainage piping, including those in basement and/or crawl space.
- Check your water heater for leaks or rust.
- Check exposed and overhead wiring for damage and missing insulation. Replace or repair as needed.
- Have an HVAC professional inspect your system as recommended by the manufacturer.
- Service humidifier and/or dehumidifier.
- Check for signs of rodents (roaches, termites, etc.).



AS REQUIRED MAINTENANCE CHECKLIST

- Check for damaged or loose shingles, blistered roofing.
- Check for damaged gutters, downspouts, hangers, strainers, and rust.
- Clean gutters and downspouts.
- Check grouting around tubs, showers, and sinks.
- Have a professional check septic tank.
- Check condition of lamp cords, extension cords, and plugs. Replace at the first sign of wear or damage.
- If fuses blow or breakers trip frequently, call an electrician to locate the cause and make repairs.
- If you feel a slight shock or tingling from touching any appliance, disconnect it and make repairs.
- Clean or change any air filters.
- Check grading to assure that water will drain away from the foundation.
- Check basement/crawl space for dampness and/or leakage after wet weather.

