

Home Maintenance Checklist

Interior

- Twice a year, check smoke and carbon monoxide detectors and replace the batteries.
- Inspect caulk around bathtubs, showers, sinks and toilet base. Caulk prevents moisture from seeping into walls and floors, replace when needed.
- Occasionally flush water down seldom used showers and sinks.
- Check basement, attic and crawl spaces for moisture or leaking water and damage.
- Inspect wall surfaces and ceiling for damp spots, mildew, discoloration, cracks or bulges caused by leaks and condensation.
- Check ceilings at exterior edge and window for water damage or ice buildup during winter months.
- Check dryer vent for proper connection.
- Remove dust from the kitchen range vent and the condensing coils on the refrigerator.
- Inspect exposed wiring, cables and plugs for damage and wear. Replace at first sign of damage.
- Test ground fault circuit interrupter outlets in the kitchen, bathroom and basement. Test by pushing "T" and then reset by pushing "R".
- When in use, replace furnace and air conditioner filters monthly.
- Heating systems should be cleaned and serviced annually.
- Check fireplace firebox and flue, inside the chimney, for creosote buildup. If it is more than 1/8 inch thick, the chimney needs professional cleaning.

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Home Maintenance Checklist

Exterior Spring & Summer

- Inspect windows for damage and loose putty. Clean windows and install screens.
- Check roof and have missing, lose or damaged shingles replaced.
- Check the fascia, soffit and edge of the roof for rotting wood or flaking paint.
- Clean gutters and downspouts.
- Inspect and touch up exterior paint.
- Inspect exterior walls for peeling, cracks, loose siding or stucco damage.
- Repair cracking and deteriorating foundation.
- Check and repair steps, sidewalks and railings.
- Treat exterior wood for splintering, decay and insect damage.
- Check retaining walls for signs of cracks or movement due to water pressure.
- Check grading (dirt) for proper slope away from foundation walls. It should be a least 6 inches.
- Remove small trees, seedlings growing near foundation and in sidewalks. Remove vines clinging to the side of the home.
- Remove fallen leaves, dead plants and lawn debris.
- Trim trees and shrubs, especially those touching the exterior.
- Keep grass cut and watered. Longer grass in the hot months will reduce need for watering.

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Home Maintenance Checklist

Exterior Fall & Winter

- Inspect windows for damage and loose putty. Clean windows and install storms.
- Replace deteriorated weather-strip around doors and windows.
- Remove window air conditioner units or use weatherproof cover and seal air passage around the unit.
- Clean gutter and down spouts.
- Trim trees, shrubs. Rake and remove leaves from yard, street and storm sewer openings.
- Shut off value to exterior faucets and drain facet and hose.
- Patch worn sections of the driveway and coat with sealer.
- Septic tanks should be professionally cleaned once every two years.
- For snowy climates, shovel sidewalks and driveways and avoid using salt to melt ice as it corrodes the concrete. Sand can be used instead.
- Watch for "ice dams" that build up near the edge of the roof, which can ruin insulation and damage the roof. Caution: removing ice dams can also damage the roof. Reducing heat loss with insulation is the best prevention.
