

Home Maintenance Checklist • Monthly

Yard and Exterior

- Check trees surrounding home for potential damage.
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Home Exterior

- Check gutters and downspouts. Clean as needed.
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Home Interior

- Test smoke and carbon monoxide alarms.
 - Inspect fire extinguishers.
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Electrical

- Test Ground Fault Circuit Interrupters (GFCI).
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Heating and Cooling

- Change HVAC filters.
 - Inspect air vents for blockages and vacuum clean.
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Plumbing

- Inspect drain traps for clogs and leaks.
 - Clean mineral deposits from faucets and showerheads.
 - Inspect water softener system.
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Appliance Maintenance

- Vacuum out dryer vent and clean with brush.
 - Vacuum refrigerator coils.
 - Clean kitchen drain and garbage disposal.
 - Clean kitchen vent, hood, and filter.
 - Clean oven and range.
 - Clean dishwasher filter.
 - Clean washing machine.
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Home Maintenance Checklist • Annually

- Review homeowner's insurance policy and update as needed.

Home Exterior

- Have roof inspected.
- Wash exterior siding.
- Inspect and clean brick masonry.
- Wash windows and window screens.
- Lubricate windows and door hinges for ease of operation.

Heating and Cooling

- Inspect HVAC system and have it serviced.

Plumbing

- Inspect toilet supply lines, valves, and parts.

Home Interior

- Clean carpets.

Home Maintenance Checklist • 3-5 Years

Plumbing

- Have septic tank inspected.
- Have septic tank pumped by a septic system expert.

Appliance Maintenance

- Replace washing machine hoses.
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Home Maintenance Checklist • Spring

Yard and Exterior

- Inspect fence around pool and/or yard and ensure it's intact.
 - Check for signs of pests around house.
 - Trim trees, bushes, and shrubs away from home.
 - Clean flower beds.
 - Clean up leaves.
 - Test sprinkler system.
 - Inspect outdoor play equipment.
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Home Exterior

- Clean gutters and downspouts.
 - Ensure downspouts drain at least 4 feet away from house.
 - Inspect window wells, check drainage, and clear debris.
 - Check that roof shingles are in good condition.
 - Check weatherstripping on all doors/windows and repair as needed.
 - Check and re-caulk around windows, doors, siding joints, and anywhere else needed.
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Home Interior

- Change batteries in smoke and carbon monoxide alarms.
 - Check operation of windows and doors.
 - Deep clean home.
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Plumbing

- Check drain and supply lines for leaks.
 - Check bath and kitchen fan operation.
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Appliance Maintenance

- Clean exhaust fan outlets and screens.
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Garage

- Lubricate garage door rollers and garage door track/opener.
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Attic

- Inspect attic ventilation and ductwork.
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Home Maintenance Checklist • Summer

Yard and Exterior

- Inspect concrete driveways, landings, porches, and patios for cracks and repair as needed.
 - Inspect decking and repair as needed.
 - Clean grill.
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Home Exterior

- Look for peeling exterior paint/caulk and repair.
 - Re-nail loose siding and trim boards.
 - Check for rotting wood and repair as needed.
 - Check for foundation issues.
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Home Interior

- Test home security system.
 - Reverse ceiling fans counterclockwise.
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Electrical

- Check for damaged electrical cords.

Appliance Maintenance

- Deep clean dishwasher.
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Basement and Crawl Space

- Inspect for wet surfaces and/or puddles.
 - Check that sump pump and check valve are working.
 - Inspect basement floor drain.
 - Check for signs of pests.
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Garage

- Ensure proper operation of garage door safety shut-off.
 - Check for signs of water damage.
 - Check for signs of pests.
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Home Maintenance Checklist • Fall

Yard and Exterior

- Shut down sprinkler system and drain outdoor faucets.
 - Store water hoses.
 - Insulate exposed pipes.
 - Cover and/or store outdoor furniture.
 - Inspect fence around pool and/or yard and ensure it's intact.
 - Check for signs of pests around house.
 - Prune bushes, trees, and shrubs.
 - Rake leaves.
 - Fertilize and re-seed lawn.
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Home Exterior

- Clean gutters and downspouts.
 - Ensure downspouts drain at least 4 feet away from house.
 - Have chimney inspected and cleaned, and check damper for obstructions.
 - Inspect window wells and check drainage around windows.
 - Check that roof shingles are in good condition.
 - Inspect attic vents.
 - Check weatherstripping on all doors/windows and repair as needed.
 - Ensure exhaust ducts are clean.
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- Repair broken or cracked glass.
 - Check and re-caulk around windows, doors, siding joints, and anywhere else needed.
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Heating and Cooling

- Remove window air conditioners.
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Plumbing

- Flush water heater and inspect for leaks.
 - Check drains and supply lines for leaks.
 - Check bath and kitchen fan operation.
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Garage

- Ensure proper storage of fuel cans.
 - Lubricate garage door rollers and garage door track/opener.
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Attic

- Check for signs of pests.
 - Check for signs of water damage.
 - Ensure insulation is in place.
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Home Maintenance Checklist • Winter

Home Interior

- Reverse ceiling fans clockwise.
- Repair interior wall damage and repaint as needed.
- Inspect shower/tub surrounds for signs of damage.
- Check and re-caulk tile in all bath and kitchen areas as needed.

Appliance Maintenance

- Inspect washing machine hoses and connections.
- Inspect dishwasher hoses for leaks.
- Inspect and clean refrigerator drip pan and icemaker connections.

Electrical

- Check for damaged electrical cords.
- Test Ground Fault Circuit Interrupters (GFCI).

HOME MAINTENANCE LOG

WHY HAVE A HOME MAINTENANCE LOG?

- Easy way to keep track of changes made to your home
- Helps identify when work was done and who completed it

TIPS TO DEVELOP A HOME MAINTENANCE LOG

- Start now
- List updates as they are made
- Include model, serial number, or brand if known
- Keep receipts with maintenance documents
- Remember updates to garage, shed, patio, or deck
- Include videos or photographs of projects before and after if desired

KEEP HOME MAINTENANCE DOCUMENTS SAFE

- Printed pages - Put in fireproof container or safe deposit box
- Electronic - Keep backup file off premises

