

HOME MAINTENANCE CHECKLIST



Spring

Fall

Periodically

Annually

Schedule of Maintenance

Spring	Fall	Periodically	Annually	Task
			✓	1. Exterior
			✓	Check grading immediately adjacent to house for low spots. Slope grade away from house at rate of 1 inch per foot for compacted soil or 1/4 inch per foot for paving.
✓			✓	Check paving for cracked and uneven sections.
✓			✓	Check exterior wood for signs of decay, rot, or insect damage.
✓			✓	Check painted surfaces for blisters or flaking.
✓			✓	Check siding, shingles and trim for cracks, warping, or other damage.
✓			✓	Check for loose or cracked caulking.
✓			✓	Check windows, screens, glazing putty, and weather-stripping for damage.
✓			✓	Cut back and trim vegetation against house.
✓			✓	Check for bird, insect, or other vermin nests.
✓			✓	Check exterior masonry for cracks or loose mortar.
✓			✓	Check downspout seams for leakage.
			✓	Check downspouts to ensure proper connection to underground drainage or splash blocks directing water away from house.
			✓	Check garage door for proper balance, lubrication, and "automatic door reverse".
			✓	Check handrails for looseness.
			✓	2. Roof & Attic
✓			✓	Check roofing and flashing for cracks, moss, debris, nail pops, or other damage.
✓			✓	Clean gutters and screens. Check fascias and soffits for damage.
✓			✓	Check gutters for leaks or loose sections.
✓			✓	Check attic for bird, insect, or vermin nests, and for house exhaust ducts that are loose.
✓			✓	Check roof decking for signs of leakage, warping, or mildew.
✓			✓	Check screens in roof vents, soffit vents, and louvers.
✓			✓	Check cement chimney caps.
✓			✓	Check inside and outside of masonry chimneys for cracks, spalling, or loose mortar.
✓			✓	Check metal chimneys for loose or corroded sections.
			✓	3. Basement & Foundation
			✓	Check framing for cracks, notches, rot, insect damage, or excessive deflection. Check support posts.
			✓	Check foundation walls for cracks, open penetrations, loose mortar, heaving, or excessive movement.
✓			✓	Check basement for signs of moisture or water entry after heavy rains.
✓			✓	Check floor slab for cracking or heaving.
✓			✓	Check screens in crawl space vents.
✓			✓	Check sump pump for proper operation.
			✓	4. Interior
✓			✓	Check tub & shower surrounds for loose tiles, grout, or caulking.
✓			✓	Check fireplace for cracks, loose mortar, or excessive creosote buildup.
✓			✓	Check walls and windows for cracks, mildew, or other damage. Check and lubricate window hardware.
✓			✓	Check dryer vent and duct for excessive lint buildup.
✓			✓	Check smoke detectors and fire extinguishers.
			✓	5. Central Heating & Cooling
✓			✓	Clean or replace air filters. Clean grilles and registers.
✓			✓	Clean humidifier and replace element. Check condensate drain.
✓			✓	Lubricate motors and pumps. Check belts.
✓			✓	Have licensed heating/cooling contractor inspect and service equipment.
✓			✓	Bleed air off radiators, and drain water from expansion tank in hot water heating systems.
✓			✓	Drain water from low water cutoff on steam heating systems.
✓			✓	Remove soot and debris from chimney cleanout.
			✓	6. Plumbing
			✓	Check valves and fittings for leakage.
			✓	Check faucets and fixtures for leakage.
✓			✓	Drain exterior water lines, hose bibs, sprinklers, and pool equipment.
			✓	Check floor drains and sanitary traps for functional flow and ability to maintain water level.
			✓	Drain sediment from water heater tank.
			✓	Check gas appliances for any smell of gas. Call your Gas Company if any leaking gas is suspected!
			✓	Check Well and Septic Systems.
			✓	7. Electrical
✓			✓	Trip circuit breakers and ground fault circuit interrupters (GFCI's).
✓			✓	Check lights, receptacles, and covers for looseness or damage.
✓			✓	Check indoor and outdoor exposed wiring and cable for wear, damage, or open splices.
✓			✓	Have licensed electrician inspect and tighten all wire connections inside panels.