

HOME MAINTENANCE CHECKLIST



Just like your personal health, your home's health will decline without *regular* care and maintenance. Maintaining a healthy indoor environment helps increase your quality of life and the life of your house. With a few simple steps you can keep your home healthy. Use this checklist as a guideline for your regular spring and fall home maintenance evaluations. Please note that maintenance frequencies may vary depending on your local climate and appliance manufacturing recommendations.

Spring	Fall	Basement / Crawl Space
<input type="checkbox"/>	<input type="checkbox"/>	Check for signs of mold, moisture, water damage, and leaks. Repair as needed.
<input type="checkbox"/>	<input type="checkbox"/>	Look for signs of rats, bats, roaches, termites, squirrels, mice, and other pests. Seal openings to keep pests out. Treat as needed; you may want to hire a professional.
<input type="checkbox"/>	<input type="checkbox"/>	Check that the sump pump and floor drain are working properly.
Spring	Fall	Exterior
<input type="checkbox"/>	<input type="checkbox"/>	Inspect all wood framing for signs of rats, bats, roaches, termites, squirrels, mice, and other pests. Contact a professional as needed to treat.
<input type="checkbox"/>	<input type="checkbox"/>	Check exterior siding and trim for loose pieces and chipped or peeling paint. Repair and repaint as needed.
<input type="checkbox"/>	<input type="checkbox"/>	Check for and replace decaying or damaged trim around the windows and doors.
<input type="checkbox"/>	<input type="checkbox"/>	Inspect foundation and masonry for cracks. Hire a professional to repair as needed.
<input type="checkbox"/>	<input type="checkbox"/>	Check for signs of leaks.
Spring	Fall	Yard
<input type="checkbox"/>	<input type="checkbox"/>	Clear dead plants/shrubs from the house and trim branches of trees that overhang the roof.
<input type="checkbox"/>	<input type="checkbox"/>	Inspect fence and deck for problems that may lead to wood rot. Clean, repair, reseal, and repaint as needed.
<input type="checkbox"/>	<input type="checkbox"/>	Check all garden hoses for leaks and repair as needed.
<input type="checkbox"/>	<input type="checkbox"/>	Drain all outdoor faucets and hoses. Store the hoses for winter.
<input type="checkbox"/>	<input type="checkbox"/>	Hire a professional to clean out the main sewer line, especially if mature trees are present in your yard. (annually)

Spring	Fall	Windows & Walls
<input type="checkbox"/>	<input type="checkbox"/>	Clean window wells (semicircular barriers usually found surrounding basement windows) around the exterior of the house and check for proper drainage.
<input type="checkbox"/>	<input type="checkbox"/>	Check weather-stripping and caulking around windows and doors. Check for signs of leaks and repair or replace as needed.
<input type="checkbox"/>	<input type="checkbox"/>	Repair or replace cracked or broken windows.
<input type="checkbox"/>	<input type="checkbox"/>	Inspect the home interior walls and floors for termites. Contact a professional if treatment is needed.
<input type="checkbox"/>	<input type="checkbox"/>	Check operation of windows and doors. Install screens, lubricate, and repair as needed.

Spring	Fall	Roof & Attic
<input type="checkbox"/>	<input type="checkbox"/>	Clean gutters and downspouts (may need to be done more frequently). Make sure they discharge water 2-3 feet away from the house.
<input type="checkbox"/>	<input type="checkbox"/>	Check flashing around the chimney, plumbing vent, skylight, and other joints to ensure it is securely fastened; repair as needed.
<input type="checkbox"/>	<input type="checkbox"/>	Inspect the roof surface, shingles, eaves, and soffits; repair as needed.
<input type="checkbox"/>	<input type="checkbox"/>	Check that attic insulation is in place; add more where needed. Check vents to make sure they are free of debris and working properly.
<input type="checkbox"/>	<input type="checkbox"/>	Check for signs of leaks and repair as needed.
<input type="checkbox"/>	<input type="checkbox"/>	Inspect attic for signs of rodents, bats, roaches, termites, and other pests. Treat as needed; you may want to hire a professional.
<input type="checkbox"/>	<input type="checkbox"/>	Check ductwork connections to make sure that fans exhaust to outdoors.

Spring	Fall	Appliances
<input type="checkbox"/>	<input type="checkbox"/>	Check bath and kitchen exhaust fans and clean the screens; repair as needed.
<input type="checkbox"/>	<input type="checkbox"/>	Clean dehumidifier coils, check operation, and replace the filter.
<input type="checkbox"/>	<input type="checkbox"/>	Clean the garbage disposal.
<input type="checkbox"/>	<input type="checkbox"/>	Clean the refrigerator and freezer; wash door gasket, vacuum condenser coils, and empty drip pan. Check the door seal by closing it on a dollar bill. If you can easily remove the bill, then it is time to replace the gasket.
<input type="checkbox"/>	<input type="checkbox"/>	Clean washing machine water inlet filters; check hoses - replace if leaking.
<input type="checkbox"/>	<input type="checkbox"/>	Vacuum clothes dryer lint from ducts and surrounding areas. (You should be cleaning the filter after each use).

Spring	Fall	Plumbing & Bathrooms
every 3-7 years		Hire a professional to pump your septic tank to prevent backup. This may need to be done more frequently if you have a garbage disposal.
<input type="checkbox"/>	<input type="checkbox"/>	Check toilets and tanks for leaks; repair as needed.
<input type="checkbox"/>	<input type="checkbox"/>	Check and repair any faucet, tub, or shower leaks.
<input type="checkbox"/>	<input type="checkbox"/>	Inspect the caulking and grout around toilets, tubs, showers, and sinks; if caulking is damaged, scrape it out and re-caulk.
<input type="checkbox"/>	<input type="checkbox"/>	Remove shower heads and remove sediment.
<input type="checkbox"/>	<input type="checkbox"/>	Check water-purification and water softener filters; change as needed.
<input type="checkbox"/>	<input type="checkbox"/>	Inspect water heater for leaks, corrosion, and proper operation (you may opt to have a plumber do this); inspect flue assembly for gas water heaters.
<input type="checkbox"/>	<input type="checkbox"/>	Check water main/meter or well pump for leaks or sweating.
<input type="checkbox"/>	<input type="checkbox"/>	Test the water-heater pressure and temperature-relief valve for proper operation.
Spring	Fall	Electrical
<input type="checkbox"/>	<input type="checkbox"/>	Check for frayed/damaged cords and wires. Check exposed wiring in basements and call an electrician if there are dangerous conditions.
<input type="checkbox"/>	<input type="checkbox"/>	Clean all light fixtures, interior and exterior.
<input type="checkbox"/>	<input type="checkbox"/>	Tripp the circuit breakers and test ground fault interrupters to ensure proper protection; label switches if needed.
<input type="checkbox"/>	<input type="checkbox"/>	Inspect indoor and outdoor outlets to ensure they are in safe, working condition. Contact a professional electrician if needed.
Spring	Fall	Heating & Cooling
<input type="checkbox"/>	<input type="checkbox"/>	Replace air filters (this may need to be done more frequently depending on your HVAC system).
<input type="checkbox"/>	<input type="checkbox"/>	Dust off ceiling fan blades. Run the fan counterclockwise during spring/summer and clockwise during fall/winter.
<input type="checkbox"/>	<input type="checkbox"/>	Hire a professional to tune-up the heating and cooling system.
<input type="checkbox"/>	<input type="checkbox"/>	Cover or remove any window air-conditioning units; seal openings.
<input type="checkbox"/>	<input type="checkbox"/>	Inspect the ductwork and vents; clean as needed.
<input type="checkbox"/>	<input type="checkbox"/>	Check the fireplace damper and clean the chimney (you may opt to hire a professional to do this).

Spring	Fall	Garage
<input type="checkbox"/>	<input type="checkbox"/>	Check operation of the garage door safety shut-off.
<input type="checkbox"/>	<input type="checkbox"/>	Look for signs of rats, bats, roaches, termites, squirrels, mice, and other pests. Seal openings to keep pests out. Contact a professional as needed to treat.
<input type="checkbox"/>	<input type="checkbox"/>	Clean out your garage, properly disposing of paint thinners, household cleaners, and pesticides.
<input type="checkbox"/>	<input type="checkbox"/>	Check for signs of water damage and leaks; repair as needed.
<input type="checkbox"/>		Have your lawnmower serviced.
	<input type="checkbox"/>	Empty and clean gas cans.
	<input type="checkbox"/>	Clean and store garden tools once all fall yardwork is completed.
<input type="checkbox"/>	<input type="checkbox"/>	Repair cracks and gaps in the driveway and walkway.
Spring	Fall	Safety
Monthly		Check that your fire extinguisher is fully charged; recharge or replace as needed.
<input type="checkbox"/>	<input type="checkbox"/>	Change the batteries in all smoke and carbon monoxide detectors.
<input type="checkbox"/>	<input type="checkbox"/>	Review your home evacuation plan and ensure escape ladders are available and working.
<input type="checkbox"/>	<input type="checkbox"/>	Update your home emergency plans in case of fire, tornado, etc., and be sure that each family member knows his or her role.

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