

monthly home maintenance checklist

task description	j	f	m	a	m	j	j	a	s	o	n	d
Replace HVAC filters												
Flush out hot water from water heater to remove accumulated sediment												
Flush toilets and run water in bathrooms that are rarely used												
Check water softener and iron filter, replenish needed												

annual home maintenance checklist

date completed	task description	date completed	task description
_____	Check garage door's safety reverse function is working properly	_____	Check door knobs and handles, tighten as needed
_____	Check interior drains, clear any blockages	_____	Inspect and repair caulk in bathroom and kitchen areas
_____	Check bathrooms and kitchen areas for leaks, make necessary repairs	_____	Check water heater for leaks

Notes:

seasonal home maintenance checklist

spring	summer
<ul style="list-style-type: none"> <input type="checkbox"/> Press button on smoke alarm/carbon dioxide detectors to test, replace 9 volt battery (if device uses one) <input type="checkbox"/> Check gauges on fire extinguishers to make sure they are properly pressurized <input type="checkbox"/> Clean and lubricate tracks of garage door <input type="checkbox"/> Clean and lubricate window and siding door tracks, <input type="checkbox"/> Inspect deck for raised nails or screws, power wash and reseal <input type="checkbox"/> Check basement and foundation for leaks and cracks <input type="checkbox"/> Inspect basement crawl space for moisture <input type="checkbox"/> Wash and install window screens, repair and replace as needed <input type="checkbox"/> Uncover exterior A/C condenser unit <input type="checkbox"/> Inspect attic for leaks <input type="checkbox"/> Inspect interior and exterior for activity by ants, termites, bees and other pests <input type="checkbox"/> Power wash siding and windows <input type="checkbox"/> Inspect grading around home, correct issues 	<ul style="list-style-type: none"> <input type="checkbox"/> Test all exterior and interior outlets, GFCI outlets and switches are working <input type="checkbox"/> Inspect interior and exterior of windows and doors, check for leakage, replace caulking and weather stripping as needed <input type="checkbox"/> *Inspect roofing for loose, missing or damaged shingles or leaks, check flashing and vents for leaks <input type="checkbox"/> Inspect siding, repair or replace as needed <input type="checkbox"/> *Have professional inspect and pump septic tank <input type="checkbox"/> Vacuum refrigerator & freezer coils <input type="checkbox"/> Inspect exterior paint, touch-up where needed <input type="checkbox"/> *Inspect, repair exterior masonry as needed, clean chimney (every 2-3 yrs) <input type="checkbox"/> *Mend cracks and gaps in driveway and walkway, have driveway sealed <input type="checkbox"/> Inspect interior paint, touch-up where needed <input type="checkbox"/> Check fireplace for damage or hazards, clean flues. Have clean/repair as needed <input type="checkbox"/> Clean and seal tile grout
Fall	winter
<ul style="list-style-type: none"> <input type="checkbox"/> Press button on smoke alarm/carbon dioxide detectors to test, replace 9 volt battery (if device uses one) <input type="checkbox"/> Have HVAC professionally serviced and cleaned (schedule early) <input type="checkbox"/> *Clean gutters and downspouts <input type="checkbox"/> Check water heater for leaks <input type="checkbox"/> Drain and winterize exterior plumbing, drain and store hoses <input type="checkbox"/> Clean gutters and downspouts or have them cleaned by a professional <input type="checkbox"/> Clean and cover exterior A/C condenser unit <input type="checkbox"/> Insulate exposed pipes as needed 	<ul style="list-style-type: none"> <input type="checkbox"/> Check roof for ice dams <input type="checkbox"/> Check basement for leaks during thaws <input type="checkbox"/> Vacuum refrigerator & freezer coils <input type="checkbox"/> Check water heater for leaks <input type="checkbox"/> Inspect fire extinguishers. Verify gauge is pointing in or to the green (depending on make of fire extinguisher). Verify pin is in place. Check for dents, punctures or corrosion, replace if any damage present. Make sure instructions are clear and legible.