

# Home maintenance

## CHECKLIST

### CAULKING

- Interior
- Sinks
- Bathtubs
- Toilets
- Faucets
- Countertops
- Backsplash
- Ceramic Walls
- Resilient/Ceramic floors
- Window Sills
- Crown Molding
- Baseboards
- Wood Trims
- Exterior
- Windows
- Door Sills

### AIR CONDITIONER / HEATING

- Check air filter and replace as needed
- Ensure air supply registers are not blocked
- Check HVAC back up drain to ensure free of defect
- Keep AC compressor/heat pump unit level and area surrounding clear to allow unimpaired airflow
- Ensure that air supply registers are not blocked by rugs
- Have HVAC contractor conduct seasonal checks for summer and winter

### ATTIC

- Check attic to ensure that soffit vents are not blocked with insulation and move insulation back

### PLUMBING

- Clean out faucet aerators, spray nozzles and drains
- Check pipe drains for leaks
- Remove water heater residue/purge system
- Clean garbage disposal blades
- Freshen disposal with baking soda
- Locate and label main water shut off and tell family
- Clean out condensation lines each spring

### RANGE/HOOD FAN

- Vacuum air supply/air return vents
- Clean or replace dirty filters

### FIREPLACE

- Have chimney professionally cleaned as needed
- Check firebox for loose fire brick/mrtar

### SEPTIC SYSTEMS

- Clean septic by flushing yeast or other cleaning solution through commode
- Have system inspected and pumped by professional

### CABINETS

- Clean and apply a light coat of wax

\_\_\_\_\_ Check drawers and hinges for property alignment

\_\_\_\_\_ Tighten bolts as necessary

## **EXTERIOR**

\_\_\_\_\_ Check for cracks and caulk

\_\_\_\_\_ Clean out gutters

\_\_\_\_\_ Inspect siding and clean as needed

\_\_\_\_\_ Check exterior paint for damage and weathering

\_\_\_\_\_ Maintain home for all pests

## **FLOORING**

\_\_\_\_\_ Apply silicone based grout for ceramic tile grout

\_\_\_\_\_ Attach furniture protectors under furniture

## **DECKS**

\_\_\_\_\_ Apply preservative sealers to wood surfaces

\_\_\_\_\_ Check tighten all bolts

\_\_\_\_\_ Replace damaged pickets, rails, boards

## **ELECTRIC**

\_\_\_\_\_ Locate/label main circuit breaker

\_\_\_\_\_ Test and reset all GFCI receptacles

\_\_\_\_\_ Check extension and appliance cords

\_\_\_\_\_ Replace split cords

## **ROOFING**

\_\_\_\_\_ Visually inspect roof from ground for loose flashing, warped or missing shingles

\_\_\_\_\_ Check and clean gutters and down spouts

\_\_\_\_\_ Have professional inspect skylights for loose flashings and gaps in caulking

## **BASEMENT**

\_\_\_\_\_ Check basement for foundation, moisture, draperies and or furniture

## **DOORS**

\_\_\_\_\_ Clean sliding door tracks and apply silicone spray to tracks as needed

\_\_\_\_\_ Oil moving parts of garage

\_\_\_\_\_ Check and adjust threshold to prevent rain water from entering under doors

\_\_\_\_\_ Lubricate bi-fold and by-pass doors as needed

\_\_\_\_\_ Tighten all bolts to garage doors and doors

## **WINDOWS**

\_\_\_\_\_ Check all window sills for cracks, caulking and separations

\_\_\_\_\_ Check all weather stripping around window and replace as needed

\_\_\_\_\_ Inspect window for smooth opening and closing operation

\_\_\_\_\_ Clean tracks and lubricate as necessary

\_\_\_\_\_ Inspect window screens and repair as needed

## **SMOKE DETECTORS/CO DETECTORS**

\_\_\_\_\_ Test and replace batteries as needed

\_\_\_\_\_ Clean and vacuum detector openings as needed

## **LANDSCAPING**

\_\_\_\_\_ Maintain back slopes

\_\_\_\_\_ Flush drainage once a year

\_\_\_\_\_ Replace sprinkler heads as needed

\_\_\_\_\_ Check and adjust sprinkler heads for coverage

\_\_\_\_\_ Test all shut off valves for proper usage

\_\_\_\_\_ Seed and fertilize grass as needed