

# Home Maintenance Schedule & Checklist



January to March	Date Last Checked	Date Last Checked	Date Last Checked	Date Last Checked	Date Last Checked
<b>Plumbing</b>					
<b>Drains</b> Clean drains with boiling water and baking soda.					
Faucets and shower heads					
Check interior and exterior faucets for leaks. Check for proper flow of water. If the flow is reduced, clean the aerator screens and shower heads. Replace washers as necessary.					
<b>Kitchen and bathroom cabinets</b> Check under and around cabinets for leaks.					
<b>Pipes</b> Inspect visible pipes for leaks.					
<b>Toilets</b> Check for stability and leaks.					
Water heater					
Check area around water heater for leaks. Flush hot water tank to remove accumulated sediment.					
<b>Interior</b>					
Countertops					
Inspect for separations at sinks and backsplash. Remove old caulk and recaulk where required.					
Crawl space					
Check for cracks or signs of excessive dampness or leaks. Check for any evidence of termites or wood-eating insects.					
<b>Fire extinguishers</b> Check and have recharged as necessary.					
<b>HVAC and bathroom vents</b> Vacuum all grills.					
Tiled areas (if applicable)					
Inspect for loose or missing grout or caulking. Remove old grout or caulk and regrout or recaulk if necessary.					
<b>Window and door tracks</b> Check to see if weep holes are open. Clean out dirt and dust.					
<b>Wood cabinets and trim</b> Apply a wood protectant.					
<b>Electrical and appliances</b>					
<b>Dishwasher</b> (if applicable) Check for leaks.					
<b>GFI and other electrical outlets</b> Test for proper operation.					
<b>Heating and cooling systems</b> Replace filters as necessary.					

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<b>Electrical and appliances</b>					
Kitchen exhaust fan					
Remove and clean the filter. Clean accumulated grease deposits from the fan housing and cabinet above the discharge vent.					
Refrigerator					
Dust the top. Clean refrigerator drain pan. Clean and defrost freezer as necessary.					
Smoke detector					
Test for proper operation and replace batteries if necessary. Vacuum dust.					
<b>Wiring, electrical cords, and plugs</b> Check for wear or damage. Replace if necessary.					
<b>Exterior</b>					
<b>Foundation</b> Inspect visible areas and vents for cracks, leaks, or blockages.					
<b>Garden beds</b> Mulch and amend soil as needed.					
<b>Landscaping</b> Check that water runs away from house.					
Lawn					
In late winter, apply pre-emergent weed killer and re-seed grass if necessary. Fertilize as soon as spring growth appears.					