

HOME MAINTENANCE CHECKLIST

Inspect-It in the WINTER		
DATE	ITEM TO BE MAINTAINED	COMMENTS
	TIGHTEN & LUBRICATE GARAGE DOOR COMPONENTS	
	CHECK & CLEAN ALL INDOOR APPLIANCES	
	CLEAN OR REPLACE CLOTHES DRYER VENT HOSE	
	CHECK INVENTORY OF BATTERIES FOR FLASHLIGHTS	
	TEST SMOKE DETECTOR AND CARBON MONOXIDE DETECTOR OPERATION	
	CHECK LAMP AND APPLIANCE CORDS FOR DAMAGE AND WEAR	
	VERIFY OPERATION OF BOTH GFCI'S & AFCI'S*	
	CHECK AND CLEAN ALL TILE JOINTS, ENSURE ADEQUATE GROUT AND NO OPENINGS	
	CHECK FOR LEAKS AT ALL INTERIOR FAUCETS, INCLUDING UNDER SINKS	

Inspect-It in the SPRING		
DATE	ITEM TO BE MAINTAINED	COMMENTS
	CHECK OPERATION OF DETECTORS AND REPLACE BATTERIES	
	CHECK LIGHT BULBS & SWITCHES	
	CLEAN DEBRIS OFF ROOF	
	CLEAN GUTTERS & DOWNSPOUTS	
	CLEAN WALKS AND DRIVEWAY	
	DRAIN WATER HEATER AND REFILL PER MANUFACTURER'S RECOMMENDATIONS	
	ENSURE DOWNSPOUTS ARE ROUTED AWAY FROM FOUNDATION	
	FERTILIZE LAWNS AS NEEDED	
	HVAC SYSTEM CLEANED AND INSPECTED	
	PAINT TRIM	
	PREPARE HOSE BIBS FOR USE	
	SEAL GUTTER SEAMS	
	TRIM BUSHES & TREES	
	ATTIC & FOUNDATION VENT SCREENS FOR DAMAGE	

Inspect-It in the SUMMER		
DATE	ITEM TO BE MAINTAINED	COMMENTS
	DOORS & WINDOWS FOR CRACKED AND MISSING COMPONENTS	
	DOORS FOR CRACKED WEATHERSTRIPPING	
	APPLIANCE HOSE & DRAIN LINES, VENTS & EXHAUST SYSTEMS	
	CLEAN & LUBRICATE ALL WINDOWS & DORS	
	CLEAN SLIDING GLASS DOOR AND TRACKS	
	WEEDS REMOVED OR SPRAYED ON LAWNS	
	FERTILIZE LAWNS AGAINST PESTS	

Inspect-It in the FALL		
DATE	ITEM TO BE MAINTAINED	COMMENTS
	CHECK OPERATION OF DETECTORS AND REPLACE BATTERIES	
	CHECK FOUNDATION FOR CRACKS AND SETTLEMENT AND REPAIR	
	CHECK ROOFING MATERIALS TO ENSURE THEY ARE SECURE AND WATERTIGHT	
	SOFFIT, FASCIA MAINTENANCE	
	DRAIN IRRIGATION SYSTEM AND SHUT OFF TIMERS	
	CLEAN WINDOWS	
	CLEAN SLIDING GLASS DOOR TRACKS (AND LOCKS) & LUBRICATE	
	HVAC SYSTEM CLEANED AND INSPECTED	
	ASK CHIMNEYSWEEP TO CLEAN & INSPECT FLUE AND MAKE SURE RAIN CAP IS SECURE	
	CHECK ALL DOORS AND WINDOWS FOR PROPER WEATHERSTRIPPING	

	CLEAN & LUBRICATE ALL DOOR & WINDOWS	
	CHECK APPLIANCE HOSE & DRAIN LINES	
	CHECK DRAINS, DRAIN WASTE VENTS & EXHAUST SYSTEMS	
	PERFORM GARAGE DOOR MAINTENANCE	
	POWERWASH DRIVEWAY, PATIO AND DECKS	
	CHECK GUTTERS & DOWNSPOUTS FOR LEAKS AND ROUTE AWAY FROM HOME	

Inspect-It MONTHLY

DATE	ITEM TO BE MAINTAINED	COMMENTS
	WATER HEATER FOR LEAKS AND CORROSION	
	GARAGE DOOR OPENERS FOR PROPER OPERATION, INCLUDING SENSORS & WOOD BLOCK REVERSAL	
	DOOR AND WINDOW OPERATION	
	ROOF FOR DAMAGED MATERIALS	
	DOWNSPOUTS FOR PROPER ROUTING AWAY FROM FOUNDATION	
	BUSH AND TREE TRIMMING	
	LANDSCAPING AROUND COOLING & HEAT PUMP UNITS	
	FIREPLACE DAMPERS	
	DRAINS	
	LEAKY FAUCETS	
	LOW VOLTAGE LANDSCAPE LIGHTING	
	REVERSE OSMOSIS AND/OR WATER SOFTENING SYSTEMS	
	HVAC FILTERS	
	SUMP PUMP, SEWAGE EJECTOR PUMP AND ANY BATTERY BACK-UP SYSTEMS	

Inspect-It & Know Where To Find It

DATE	ITEM TO BE MAINTAINED	
	GAS, ELECTRIC, WATER SUPPLY SHUT-OFF VALVES; SHUT-OFFS FOR HVAC COMPONENTS	
	GFCI* RECEPTACLE'S TEST BUTTONS	
	MAIN SERVICE ELECTRIC PANEL - ALL BREAKERS LABELED?	
	EMERGENCY EGRESS KEYS IF NECESSARY	
	SUMP PUMP BATTERY BACK-UP SYSTEM	

**GFCI: Ground Fault Circuit Interrupter, AFCI: Arc Fault Circuit Interrupter*

The Inspect-It 1st Home Maintenance Checklist is intended to help the homeowner stay on top of common home maintenance concerns. It is not intended to replace any instructions provided by product manufacturer or home builder recommendations. We recommend you always consult a certified and trained professional to ensure the job is done to local codes and specifications.