

My Maintenance Checklist

January		Date Completed				Remarks
	Inspect Roof for ice dams/ buildup					
	Inspect water heater over- flow valve					
	Inspect exhaust fans					
February						
	Inspect for ice dams/ice buildup					
	Test water heater pressure relief valve					
March						
	Inspect attic ventilation					
	Inspect sump pump opera- tion					
	Vacuum refrigerator coils					
April						
	Clean humidifier					
	Have carpets steam cleaned (take note of any stains that may need additional atten- tion)					
	Get air conditioning system ready for summer (consider having system ser- viced)					
	Inspect roof for damage/ leaks					
May						
	Plan lawn preparation					
	Oil door hinges					
	Inspect sprinkling system (consider having system ser- viced)					
	Deep clean house					
	Clean out gutters					
	Inspect trees for interference with electrical lines (trim as needed or hire a pro- fessional)					

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June					
	Seal granite countertops				
	Inspect roof for loose shingles				
	Inspect outbuildings				
	Fertilize lawn				
	Clean out window wells of debris				
July					
	Inspect plumbing for leaks, clean aerators on faucets				
	Take care of insect problems				
	Clean repair deck/patio as needed				
	Clean dryer vent, other exhaust vents to exterior of house				
	Air out damp basements on dry sunny days				
	Clean air conditioner				
	Fertilize lawn				
August					
	Inspect septic system (have serviced as needed or every 3-5 years)				
	Clean air conditioner filter				
	Inspect driveways and walks and repair cracks				
September					
	Plant new lawn if necessary				
	Inspect fireplace chimney and chimney cap				
	Fertilize lawn				
	Have furnace and humidifier serviced				
	Flush hot water heater and remove sediment				
	test water heater pressure relief valve				
	Get chimney cleaned				
	Test sump pump				
	Test snow blower (have professionally serviced if needed)				

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October						
	Inspect windows and					
	Drain exterior water lines in-					
	Inspect weather stripping					
	Winterize landscape					
	Turn off and flush outdoor					
November						
	Inspect attic ventilation					
	Inspect all floor drains and					
	Vacuum refrigerator coils					
December						
	Inspect air ducts and clean					
	Inspect for ice buildup					
	Clean humidifier					
Quarterly						
	Clean range hood filter					
	Test smoke/carbon dioxide					
	Inspect water softener add					
	Run water and flush toilets in					
	Test garage door auto re-					
	Test security- door locks,					
	Remove showerheads and					
	Inspect and replace HVAC					
	Oil garage door					