

# HOME MAINTENANCE CHECKLIST

<b>ROOF</b>	Spring	Fall
Check shingles for damage.	✓	✓
Check flashing for damage or wear and tear.	✓	✓
Check for signs of mildew.	✓	✓
Check masonry and chimneys for cracks.	✓	✓
Check chimney cap for damage.	✓	✓
Check roof cement for cracks and holes.	✓	
Test skylights for leaks.	✓	
Clean gutters and downspouts.	✓	✓
Check gutter seams for leaks.	✓	
Remove debris from roof.	✓	✓

<b>EXTERIOR</b>	Spring	Fall
Check siding, trim, eaves, windows and doors for mold, mildew and paint deterioration	✓	
Clean siding with a hose or paint the exterior	✓	
Check siding for cracks. Replace cracked boards.	✓	
Check siding and trim for rot.	✓	
Check windows and doors for damage.	✓	✓
Clean and wax sliding door tracks.	✓	✓
Check weather stripping. Replace if loose.	✓	✓
Check caulking around windows, doors and trim. Replace loose caulking.	✓	✓
Check windows for holes in screens and for rot. Repair screens and frames.	✓	
Replace broken or cracked glass.	✓	✓
Clean out window wells and storm drains.	✓	✓
Check the home's foundation for signs of cracks and settlement. Repair cracks.	✓	
Inspect decks and porches for mold, mildew and cracked boards. Clean and apply sealer to pressure treated decks and paint porches. Replace or repair any cracked boards.	✓	
Inspect steps for cracks or broken boards and repair them.	✓	
Repair all cracked, broken or uneven areas of driveways and sidewalks.	✓	✓
Trim trees and shrubs near the house.	✓	✓

<b>BASEMENT</b>	Spring	Fall
Check walls for cracks. Repair cracks.	✓	✓
Check walls, rim joist and crawl spaces for dampness or mildew.	✓	✓
Open crawl space vents.	✓	
Close crawl space vents.		✓

<b>PLUMBING</b>	Spring	Fall
Check outside faucets for leaks.	✓	✓
Drain and shut off outdoor faucets.		✓
Check faucets and under sinks for leaks.	✓	✓
Check caulk and grout around bathtubs.	✓	✓
Test shutoff valves by opening and closing them.	✓	
Check the water heater for signs of rust or cracks at the bottom. Signs of rust indicate the heater should be replaced soon.	✓	✓
Drain the hot water tank for 10-15 seconds.	✓	
Check washer hose connection.		✓
Check sump pumps and drains.	✓	✓
Check septic fields for signs of leakage.	✓	

<b>ELECTRICAL</b>	Spring	Fall
Replace batteries and test smoke detectors.	✓	✓
Clean the covers of smoke detectors and carbon monoxide alarms.	✓	✓
Test all GFI outlets.	✓	
Inspect outdoor electrical outlets. Replace worn receptacles with weather resistant outlets/covers.	✓	

<b>HEATING, COOLING AND VENTS</b>	Spring	Fall
Clean kitchen exhaust hood and air filter.	✓	
Clean dryer vent.	✓	✓
Have the chimney cleaned.	✓	
Replace furnace filters.	✓	✓
Shut off and clean the central humidifier.	✓	
Have heating system serviced.		✓
Have cooling systems serviced.	✓	



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