

Seasonal Home Maintenance Checklist

Inspecting your home on a regular basis and following good maintenance practices are the best way to protect your investment. Establish a routine for yourself, and you will find the work is easy to accomplish and not very time-consuming. A regular schedule of seasonal maintenance can put a stop to the most common and costly problems, before they occur. If necessary, use a camera to take pictures of anything you might want to share with me for advice or to monitor or remind you of a situation later.

By following the information noted here, you will learn about protecting your investment and how to help keep your home a safe and healthy place to live.

Most home maintenance activities are seasonal. Spring (After Easter day) is the time to assess winter damage, start repairs and prepare for warmer months. Over the summer, there are steps, painting and checking our chimney and roof. Fall (after Thanksgiving) is the time to get your home ready for the winter, which can be the most grueling season for your home. During winter months, it's important to follow routine maintenance procedures, by checking your home carefully for any problems and taking corrective action as soon as possible.

Check Items	Spring	Fall	As Needed	Actual Check Date	Action Needed
Safety					
Regularly check the house for safety hazards, such as a loose handrail, lifting or buckling flooring, inoperative smoke detectors, and so on.			•		
Make sure air vents indoors and outdoors (intake, exhaust and forced air) are not blocked by snow or debris.			•		
If there are young children in the house, make sure electrical outlets are equipped with safety plugs.			•		
Check smoke, carbon monoxide and security alarms, and replace batteries.			•		
Check pressure gauge on all fire extinguishers, recharge or replace if necessary.			•		
Check and clean range hood filters on a monthly basis.			•		
Test ground fault circuit interrupter(s) on electrical outlets monthly by pushing the test button, which should then cause the reset button to pop up.			•		
Roofs					
Check for any missing, loose or damaged shingles.	•				
Check for open seams, blisters or bald areas on flat roofs.	•				
Clean gutter, strainers and downspouts. Make sure downspouts divert water away from foundation walls.		•			
Check for any evidence of water penetration in attic and ceilings after wet weather.	•				
Ensure flashings around all vents, window and skylights are close tightly; Repair or replace weather stripping as needed.	•	•			

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Trim back all tree limbs and vegetation away from home.		•			
Check pre-fabricated chimneys for rust.	•				
Check fascia and soffits for deterioration and damage.	•				
Foundation-Exteria					
Check foundation walls, floors, concrete and masonry for cracking,heaving or deterioration.	•	•			
Checks foundation and attic vent screens for damage.	•				
Check chimneys for loose, deteriorated or missing mortar.	•				
Check grading for proper slope away from foundation walls.	•				
Check basement and crawl space for moisture or leakage after wet weather.	•				
Check all wood surfaces for weathering and paint failure or deterioration.	•				
Check all decks, patios, porch stairs and railings for loose members and deterioration.	•				
Check eaves troughs.	•	•			
Check walkway for trip hazards.	•	•			
Doors and windows					
Check for loose or missing glazing putty.		•			
Check caulking for deterioration of all openings and joints between woodand masonry.		•			
Check weather-stripping.		•			
Repair or Replace broken glass and damaged or missing screens.			•		
Check all window and door hardware.	•				
Plumbing					
NeededCheck all faucets, hose bibs and supply valves for leakage			•		
Check for evidence of leaks around & under sinks, showers, toilets & tubs			•		
Check water heater for leaks and corrosion	•				
Check lawn sprinkler system for leaky valves, exposed lines and winterize	•				
Have the septic tank cleaned every two years			•		
Winterize any exterior plumbing connections	•	•			
Know the location of the main water shut-off valve		•			
Have well water tested and checked for safety			•		
Heating and Cooling					
Clean or change furnace filters every three months of operation			•		
Lubricate fan and motor bearings		•			
Check fan belt tension		•			
For steam checks, check shut-off valve for leaks and drain low water cut-offper manufacturer's instructions		•			

Check Items	Spring	Fall	As Needed	Actual Check Date	Action Needed
Keep area clean around heating and cooling equipment			•		
Check Fireplace and wood stove flue every six months			•		
Have systems serviced annually			•		
Electrical					
Periodically check exposed wiring and cable. Replace at first sign of wear and damage.			•		
Check all lamp cords, extension cords and plugs for wear and damage			•		
Trip circuit breakers every six months			•		
Learn the location of electrical service panels and label each circuit			•		
Check ARC fault interrupters every six months			•		
If a fuse blows, circuit breakers trip frequently or any appliance sparks or shorts out, contact a licensed electrician for repairs			•		
Interior					
Check ceilings and surfaces around windows for evidence of moisture during wet weather			•		
Check all tile joints for adequate grout and seal all grout lines	•				
Check caulking around showers, bathtubs, sinks and toilet base	•				
Check ceiling areas beneath bathroom for leakage			•		
Check all stairs and railings for any loose members			•		
Test all smoke alarms periodically per manufacturer's instructions and replace batteries twice a year			•		
Check dryer vents			•		
Check all fire and safety systems regularly			•		
Know the location of all gas shut-off valves and label accordingly			•		