



Homeowner Maintenance Checklist

Why perform maintenance?

To keep your home running in tip-top shape it is important to remember to do routine maintenance on your new investment. Not only does routine maintenance prolong the life of your home; it is also shown to increase the energy efficiency within the home. The checklist below is meant to guide you on some of the routine items that should be checked, cleaned and possibly replaced throughout the year in your home.

Spring

Monthly



- Inspect, and possibly change furnace filter
- Inspect your fire extinguisher(s)
- Clean kitchen sink disposal
- Clean range hood filter

| | <u>Mar</u> | <u>Apr</u> | <u>May</u> |
|---|--------------------------|--------------------------|--------------------------|
| Inspect, and possibly change furnace filter | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Inspect your fire extinguisher(s) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Clean kitchen sink disposal | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Clean range hood filter | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Quarterly

- Test smoke/carbon monoxide detectors
- Test garage door auto-reverse
- Run water and flush toilets in unused spaces
- Check water softener, add salt if needed
- Give house a deep clean
- Vacuum refrigerator coils

Annually

- Check exterior drainage, clean out gutters
- Inspect exterior of your home
- Repair/Replace damaged screens
- Test sump pump
- Inspect roofing for damage, leaks, etc.
- Get air conditioning system ready for summer