



Carroll & Agostini

Valley Properties

Compliments of Adorna & Jenna Carroll
<http://www.AJCarrollTeam.com>

Home Maintenance Checklist

* For appliance maintenance schedules and procedures, refer to the specific owner's manual.

As Needed

- Close fireplace damper when not in use
- Fix leaky faucets
- Unclog slow-running drains

Monthly

- Inspect and test smoke and fire alarms
- Inspect and replace filters as necessary (air conditioner, furnace, pool, and so on)
- Clean/vacuum grill and inside compressor unit of central air conditioner, when in use
- Walk around the house exterior to check general condition

Spring

- Replace smoke and fire alarm batteries (at least twice per year)
- Cut back any trees or shrubs touching the exterior (twice per year)
- Inspect and touch up exterior paint
- Inspect foundation for water penetration, settlement, and cracks
- Inspect or treat exterior wood for splintering, decay, and insect damage
- Inspect window insulation and remove storm windows
- Clean exterior of upper-story windows (twice per year)
- Install window screens, repairing as needed
- Clean gutters and inspect downspouts (twice per year)
- Inspect roof for warping, aging, moss, and cracking
- Perform seasonal pest control (quarterly)

Summer

- Inspect exposed plumbing areas for dampness (twice per year)
- Fix loose or cracked caulking around tiles, sinks, tubs, showers, toilets, and counters
- Inspect appliance hoses and ventilation according to owner's manuals
- Power wash, repair, refinish, and seal decks, reset any protruding nails
- Clean and lubricate sliding-glass-door tracks and window tracks
- Lubricate door hinges and locks
- Oil garage door(s)
- Patch driveway and other concrete, or treat asphalt
- Perform seasonal pest control (quarterly)

Fall

- Replace smoke and fire alarm batteries (at least twice per year)
- Inspect and clean fireplace and chimney
- Service furnace or other heating system
- Clean and adjust humidifier on furnace
- Clean/vacuum heating ducts, grills, and registers
- Clean upper-story windows (twice per year)
- Inspect window screens and insulation, and install storm windows
- Inspect weather-stripping around doors and replace as needed.
- Cut back any trees or shrubs touching the roof or exterior (twice per year)
- Clean gutters and inspect downspouts (twice per year)
- Trim, cover, or bring in outdoor plants as needed
- Perform seasonal pest control (quarterly)

Winter

- Recharge fire extinguishers
 - Wax and buff wood floors
 - Professionally clean curtains and drapes
 - Inspect and touch up interior paint
 - Inspect exposed plumbing areas for dampness (twice per year)
 - Perform seasonal pest control (quarterly)
 - Test for carbon monoxide
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