



## Home Maintenance Schedule

### -Monthly

- Clean lint from dryer vent
- Ensure dryer vent is still vented to the outside of the house. A build up of lint will indicate that the vent is not directed to the outside.
- Check water heater for leaks.
- Clean debris and leaves from gutter systems.
- Clean range hood filter with a degreaser.
- Inspect your fire extinguishers.

### -Quarterly

- **Change filter on HVAC system**
- **Clean AC vents and returns.**
- **Repair any interior wall damage. Touch up with paint as needed.**
- **Test your garage door auto reverse feature.**
- **Run water and flush toilets in rarely used bathrooms.**
- **Test all your GFCI outlets.**
- **Check that all outlets in the house are functioning.**

### -Semi-Annually

- Replace batteries in smoke/carbon monoxide detectors
- Check and re-grout tile in all bath and kitchen areas, as needed, and apply a silicone sealer.
- Test your water heater's pressure relief valve.
- Clean your refrigerator's coils with a vacuum cleaner to help it run more efficiently.
- Check washing machine hoses and connections for damage.
- Check dishwasher hoses and connections for damage.
- Check that toilet shutoff valves work. You need them to work in an emergency situation.
- Check outdoor lightbulbs and replace as needed.
- Clean washing machine of calcium and mildew.

## -Yearly

- Before winter, have fireplace professionally inspected and get cleaned if necessary. This could be a fire hazard if ignored.
- Check fireplace damper for obstructions such as bird's nests.
- Inspect door hardware. Fix squeaky handles and hinges. And loose locks.
- Before winter, check insulation on exterior faucets and pipes and ensure that they are in good shape.
- Before winter, have Heating system professionally inspected.
- Inspect roof covering for loose, missing, or damaged shingles.
- Repair or replace caulking and weather stripping around windows, doors, and mechanicals.
- Lubricate garage door opener and chain, garage door, and all hinges.
- Check house for any rotted wood. Replace and paint as needed.
- Drain sediment from hot water heater.
- Look for visible signs of termites, carpenter ants, or any other destructive insects.
- Before summer. Have your air conditioning system professionally inspected.
- Repair/replace damaged window screens.
- Check trees for interference with electric lines.
- Clean or replace aerators on all faucets.
- Check driveway and pavement for cracks and have them repaired.
- Clean kitchen and bathroom cabinets and throw away outdated food, medicine and cosmetics.