

Annual Home Maintenance Checklist

Yearly home maintenance tasks can often seem numerous and daunting. However, these simple projects can help homeowners properly prepare a home for each season and may prevent more expensive emergency repairs from needing to be completed. Some of these tasks can be done by the homeowner and others are best completed by a service professional.



	Winter	Spring	Summer	Fall
Change the furnace filter to save money on energy costs and extend the life of the unit. Air filters prevent pollution and debris from clogging the unit.	✓	✓	✓	✓
Flush the garbage disposal with cold water and baking soda; sharpen the disposal's blades by throwing ice down the drain.	✓	✓	✓	✓
Test the smoke and carbon monoxide detectors. This can be done by holding the test button down for 10-20 seconds. If the alarm doesn't sound, the batteries may need to be changed or the unit may need to be replaced.	✓	✓	✓	✓
Hire a professional to clean the gutters. Gutters that get clogged with leaves and other debris can cause the water from rain or melted snow to overflow. Regularly cleaning the gutters can prevent water damage to the house.		✓		✓
Check the downspouts to make sure they are free of debris. A clogged downspout can prevent water from being released at least 3 ft from the base of the house, which can cause damage to the foundation.		✓		✓
Vacuum the coils on the back of the refrigerator to remove any dust build up that can decrease the energy efficiency of the refrigerator.	✓		✓	

	Winter	Spring	Summer	Fall
Check caulking around tubs and showers. Repair caulking if there are any cracks or black mildew stains that can't be removed.	✓			
Hire a professional to service the HVAC unit. Regular inspections can prevent the unit from breaking and increase efficiency.		✓		
Hire a professional to trim the trees and shrubs. Make sure any dead branches are removed and the trees and shrubs are cut back to promote healthy growth.				✓
Touch up the exterior paint on the house. Any area of the house where the paint is chipped, peeled, flaking, or has signs of bubbling, fading or water damage should be touched up.			✓	
Check for any cracks in the grout of the tile floor and repair if necessary.			✓	
Inspect all toilets, faucets, showers and bathtubs for plumbing leaks. The best way to find leaks is by checking the water meter. Each meter has a lead.			✓	
Install weather stripping around the doors and windows to prevent leaks from increasing the energy bill.				✓
Hire a service professional to service and clean the furnace. Regular maintenance helps the unit run more efficiently and will help it last.	✓			
Hire a service professional to blow out the sprinklers and turn off the exterior faucets to prevent water left in the system from freezing and damaging the unit.				✓
Hire a professional to inspect the roof and chimney for cracks and damages to prevent major repairs or an expensive chimney or roof replacement.				✓



If you would like information about my vetted maintenance professionals, please contact me today!

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