

Home Maintenance Checklist

Tasks:	S P R I N G	F A L L	A N N U A L
Foundation and Basement			
Inspect for signs of termites and wood decay			✓
Check grading to assure that water will drain away from foundation			✓
Check basement for dampness or leaking following wet weather			✓
Doors and Windows			
Check doors, windows and trim for finish failure	✓	✓	
Check glazed opening for loose putty	✓	✓	
Check for broken glass and damaged screens	✓	✓	
Take down screens; clean and store them		✓	
Lubricate window hardware	✓	✓	
Check weatherstripping for damage and tightness of fit	✓	✓	
Check caulking at doors, windows, and all other openings and joints between different materials	✓	✓	
Exterior Walls			
Check masonry for cracks and loose joints	✓	✓	
Check painted surfaces for paint failure	✓	✓	
Check siding and trim for damage or decay	✓	✓	
Check all trim for tightness of fit at joints, caulk	✓	✓	
Roof			
Check for damaged or loose shingles	✓	✓	
Check underside of roof where accessible for water stains or dampness	✓	✓	
Check for damaged flashings around vents and chimneys	✓	✓	
Check for damaged gutters, downspouts, hangers, strainers, and splash blocks	✓	✓	
Clean gutters, strainers, downspouts, and splash blocks	✓	✓	
Check vents, louvers, and chimney caps and housings for cracks and debris	✓	✓	
Check fascias and soffits for paint failure and decay	✓	✓	
Check antenna guy wires and supports	✓	✓	
Evaluate roof for future replacement			✓

Tasks:	S P R I N G	F A L L	A N N U A L
Interior Surfaces			
Check finished surfaces for dirt, finish failure and required repairs	✓	✓	
Check all joints in ceramic tile, laminated plastic and similar surfaces	✓	✓	
Check caulk or grouting around bathtubs, showers, and sinks	✓	✓	
Floors			
Check for wear and damage, particularly where one material meets another			✓
Evaluate for replacement and refinishing			✓
Electrical System			
Check condition of all cords to appliances and plugs	✓	✓	
Check areas where wiring is exposed and replace at first sign of damage	✓	✓	
Check smoke detectors	✓	✓	
If fuses blow or breakers trip frequently, call an electrician to locate the cause and make needed repairs.			✓
Heating and Cooling Systems			
Clean or change air filters	✓	✓	
Have systems checked by qualified person	✓	✓	
Remove window air conditioners for winter		✓	
Clean dirt and dust from around furnaces, condensing unit, grills, and registers	✓	✓	
Service humidifiers and dehumidifiers		✓	
Plumbing System			
Check faucets hose bibbs, flush valves and sinks for leakage and corrosion	✓	✓	
Have service personnel check septic tank			✓
Check water heater for leakage, corrosion or obstacles			✓
Grounds and Yards			
Drain outside water lines and hoses		✓	
Clean area wells, window wells and storm drains	✓	✓	
Check driveways and sidewalks for cracks	✓	✓	
Check yard for soil erosion	✓	✓	