

YEARLY HOME MAINTENANCE CHECKLIST

- Fall Inside
 - Check all weather stripping & caulking around windows & doors. Replace or repair as needed.
 - Check for cracks & holes in house siding; fill with caulking as necessary.
 - Remove window air conditioner or use weatherproof cover.
 - Take down removable screens. Clean & store.
 - Clean & repair storm windows & doors.
 - Drain outside faucets.
 - Clean leaves from gutters & drain pipes.
 - Check roof for leaks; repair as needed.
 - Check chimney for damaged cap or loose mortar.
 - Check chimney flue & ensure damper closes tightly. Get chimney professionally cleaned as needed.
 - Add additional tasks for your home as needed.
- Fall Outside
 - Check insulation and replace or add as needed.
 - Get heating system serviced. Change furnace filters.
 - Do maintenance on hot water heater recommended by manufacturer. Get professional help if needed.
 - Check faucets for leaks. Replace washer as needed.
 - Check & clean refrigerator coils.
 - Check & clean major appliances
 - (humidifiers, air filters, etc.) according to manufacturer's instructions.
 - Check all fire extinguishers, review instructions for using, & replace as needed.
 - Replace batteries in all smoke detectors when you change clocks for daylight savings time.
 - Add additional tasks for you home as needed.
- Spring Inside
 - Replace batteries in all smoke detectors when you change clocks for standard time.
 - Replace filters on air conditioners.
 - Check and clean vents and filters on dryer, stove and room fans. (Most dryers are cleaned with each use.)
 - Check seals on refrigerator and freezer.
 - Clean coils and burner surfaces, and adjust burners.
 - Clean fireplace; leave damper open for improved ventilation if house is not air-conditioned.
 - Check basement wall & floors for dampness and make repairs as needed.
 - Check leaky faucets & replace washers as needed.
 - Check attic for proper ventilation. Open attic vents.
 - Check attics, basements, & all rooms for fire or other hazard. Clean all areas.
 - Clean & repair draperies, blinds, & windows.
 - Add additional tasks for your home as needed.
- Spring Outside
 - Check weather-stripping & caulking around windows and doors, especially if you have air conditioning.
 - Check outside house for cracked or peeling paint. Caulk & repaint as needed.
 - Remove, clean, & store removable storm windows.
 - Check all door & window screens. Patch or replace as needed. Store removable screens.