
SUGGESTED ANNUAL *Home Maintenance Schedule*

The proper maintenance of your home will protect your investment. This maintenance schedule will help eliminate break-downs, prevent hazards, and will help your home work more efficiently. By spending a little time each month on maintaining your home, you will avoid much aggravation in the future and help ensure safety within the home.

SPRING

March

- Clean furnace filter and humidifier
- Clean range hood filter
- Check sump pump (if applicable)
- Check attic, insulation
- Check roof and eaves for snow and ice buildup, remove as necessary
- Check and clean swales and window wells (if applicable)
- Check and reset GFI
- Test smoke alarms and CO detectors

April

- Check and clean out eavestroughs and downspouts
- Inspect basement and crawl spaces
- Check roof for loose or cracked shingles
- Check driveways and walkways for hazards
- Check water heater
- Check and renew exterior finishes
- Check and clean window wells (if applicable)

May

- Check caulking for air and water leaks
- Ensure ground slopes away from house
- Check windows and screens
- Lubricate weather-stripping
- Check attic
- Lawn preparation and weed control

SUMMER

June

- Clean furnace filter
- Clean range hood filter
- Air out damp basements on dry sunny days
- Inspect and clean air conditioner
- Fertilize lawn
- Check roof for loose shingles and flashing
- Check doors and locks
- Check water heater
- Test smoke alarms and CO detectors

July

- Air out damp basements on dry sunny days
- Clean air conditioner
- Check exhaust fans
- Check water heater
- Clean and check window wells (if applicable)

August

- Air out damp basements on dry sunny days
- Clean air conditioner
- Check smoke alarms and CO detectors
- Check ground slope (slopes away from the house)
- Inspect driveways and walkways
- Inspect doors and locks
- Check and clean window wells (if applicable)

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FALL

September

- Clean furnace filter
- Clean range hood filter
- Check exterior finishes
- Check and redo caulking (windows & doors)
- Check, redo caulking and grout around bathtub and shower exteriors
- Check fireplace and chimney
- Check basement and crawl spaces
- Have furnace and humidifier serviced
- Check clothes dryer vent
- Check and clean window wells (if applicable)

October

- Drain exterior hose bibs, including exterior hoses
- Check roof shingles, vents and flashing
- Check and replace weather-stripping and door sweeps, lubricate as necessary
- Check doors and locks
- Check water heater
- Check eavestroughs and downspouts, remove leaves
- Check and clean window wells (if applicable)

November

- Check attic
- Inspect floor drains and ensure trap is filled with water
- Check for condensation and humidity, use dehumidifier
- Balance heating system (if necessary)
- Check and clean window wells (if applicable)

WINTER

December

- Clean furnace filter
- Clean range hood filter
- Check air ducts and clean hot air diffusers
- Clean humidifier
- Check roof and eaves for snow and ice buildup
- Check and clean window wells (if applicable)
- Test smoke alarms and CO detector

January

- Check furnace fan belt for wear
- Oil the furnace motor (follow the instructions in the furnace manual)
- Clean range hood filter
- Check water heater for leaks
- Check exhaust fans
- Check roof and eaves for snow and ice buildup, remove as necessary
- Clean and check swales and window wells (if applicable)

February

- Check interior surfaces
- Check caulking and grout around bathtubs and shower enclosures, recaulk as necessary
- Check roof and eaves for snow and ice buildup
- Check and clean swales and window wells (if applicable)