

Home Maintenance Checklist

EVERY MONTH

- Test smoke detectors and carbon monoxide detectors
 - *Replace batteries twice a year — daylight saving time is a good reminder*
- Check HVAC air filter — replace if dirty
 - *1-inch filters need replacing monthly; 4-inch filters every 3–6 months*
- Run water in rarely used sinks and flush unused toilets
 - *Prevents drain traps from drying out and sewer gas from entering*
- Check under sinks for leaks or moisture
 - *Catching a slow leak early can prevent major water damage*
- Test GFCI outlets in bathrooms, kitchen, and garage
 - *Press test button — if outlet doesn't trip, call an electrician*

SEASONAL TASKS

■ SPRING

- Check roof for winter damage — missing shingles or lifted flashing
 - *Binoculars work fine — no need to climb up*
- Clean gutters and downspouts
 - *Clogged gutters cause water damage to fascia and foundation*
- Inspect foundation for cracks after freeze/thaw
 - *Small cracks can be monitored; wide or growing cracks need a pro*
- Service AC unit — change filter, clear debris around unit
 - *Schedule before the heat hits — HVAC techs get busy fast*
- Check window and door seals and caulking
 - *Re-caulk any gaps to keep bugs and humidity out*
- Test sprinkler system and outdoor faucets
- Power wash driveway, walkways and deck
- Check deck or patio for rot, loose boards, or nails

■ ■ SUMMER

- Trim trees and shrubs away from house and power lines
 - *Keep branches at least 3 feet from the roof*
- Check attic ventilation and insulation
 - *Poor attic ventilation dramatically shortens roof life*
- Inspect and clean dryer vent
 - *Clogged dryer vents are a leading cause of house fire*
- Check exterior paint for peeling or cracking
 - *Touch up early to prevent wood rot underneath*
- Flush water heater to remove sediment
 - *Extends life and improves efficiency — takes about 1 hour*
- Check garage door springs, cables and auto-reverse
- Inspect crawl space for moisture or pests
- Clean refrigerator coils behind or underneath

■ FALL

- Have furnace or heat pump serviced before winter
 - *Don't wait until it's cold — schedule in September or October*
- Clean gutters after leaves fall
 - *The most important gutter cleaning of the year*
- Drain and shut off outdoor faucets and sprinklers
 - *Prevents burst pipes — critical in freezing climates*
- Check weatherstripping on all exterior doors
 - *If you can see daylight around the door — replace it*
- Stock up on ice melt, sand, and snow removal supplies
- Check chimney and fireplace before first use
 - *Have it professionally swept if used regularly*
- Reverse ceiling fans to clockwise for winter warmth
- Test and replace batteries in all detectors

❄️ ■ WINTER

- Know where your main water shut-off valve is located
 - *Critical knowledge in case of a burst pipe*
- Keep cabinet doors open under sinks during hard freezes
 - *Allows warm air to reach pipes on exterior walls*
- Check attic after heavy snow for ice dams
 - *Ice dams can cause serious roof and ceiling damage*
- Inspect roof and gutters for ice buildup
- Check crawl space vents — close in very cold climates
- Test sump pump before spring thaw
- Keep a list of emergency repair contacts handy
 - *Plumber, electrician, HVAC tech, roofer*
- Check fire extinguisher charge and expiration

ONCE A YEAR — DON'T SKIP THESE

- Have HVAC system professionally serviced
 - *Spring for AC, fall for heat — or a combo tune-up annually*
- Inspect and clean chimney if you use a fireplace or wood stove
 - *Creosote buildup is a serious fire hazard*
- Have electrical panel inspected if home is 20+ years old
 - *Older panels can be a fire risk — especially Federal Pacific brands*
- Check attic and basement for signs of pests or rodents
 - *Small entry points let in big problems — seal with steel wool and caulk*
- Test whole-home generator if you have one
 - *Run it under load for 30 minutes to ensure it works when needed*
- Review homeowner's insurance policy for adequate coverage
 - *Construction costs change — make sure your coverage keeps up*
- Walk the full perimeter of your home looking for issues
 - *Fresh eyes catch what familiarity misses — bring a notepad*

■ Manny's Pro Tips

- A good relationship with a handyman saves money and stress — find one before you need one urgently
- Keep a home maintenance log — note dates and what was done for every repair and service call
- YouTube is your friend for simple repairs — but know when to call a pro
- Never ignore water stains on ceilings — find the source before it becomes a big problem



This checklist is for general information only and is not intended as professional advice — your situation may be different. Always consult a licensed professional for electrical, structural, or major plumbing work.

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