

## John C. Flood's Home Maintenance Checklist and Schedule

Just like your car, your home needs consistent maintenance and tune-ups to stay in tip-top shape. In addition to helping you keep everything clean and neatly organize, regular home maintenance prevents breakdowns and ensures that your exterior, plumbing, heating/cooling, security and electrical systems are all working correctly. As a plus, regular inspections allow you to identify problems and fix them quickly, thus saving money, time, and making your home a safe and comfortable place for your family.



Outlined below is a complete checklist from John C. Flood to guide you through the entire home maintenance process.

<b>Yard and Exterior</b>	<b>Monthly</b>	<b>Every 3-6 Months</b>	<b>Spring</b>	<b>Summer</b>	<b>Fall</b>	<b>Winter</b>	<b>Annually</b>
Check exterior drainage spring.			✓		✓		
Clean out gutters and downspouts.			✓		✓		
Check for signs of roaches, termites, bats or rodents.			✓		✓		
Check foundation for cracks.			✓				
Clear shrubs and dead plants.			✓				
Drain outdoor faucets and hoses.					✓		
Check driveway/pavement for cracks and damage.					✓		
Inspect and replace caulking if needed.			✓				
Check if fence (around pool) is intact.			✓		✓		
Check for interferences between trees and electric lines.			✓				
Check, clean and repair windowsills, door sills and thresholds.			✓				

<b>Exterior Walls, Windows and Roofing</b>	<b>Monthly</b>	<b>Every 3-6 Months</b>	<b>Spring</b>	<b>Summer</b>	<b>Fall</b>	<b>Winter</b>	<b>Annually</b>
Repair cracked or broken glass.					✓		
Inspect and repair loose or damaged frames.			✓		✓		
Check if shingles are in good condition.			✓				
Check for ice dams and icicles.						✓	
Check chimney, plumbing vent, valley and skylight flashing.			✓				
Check attic vents.					✓		
Inspect paint.			✓				
Check dryer vents			✓		✓		
Clean and repair deck.				✓			
Check if exhaust ducts are clear.			✓		✓		
Inspect window screens. Repair or replace damaged ones.			✓				
Check attic for signs of roof leaks.			✓				

<b>Interior Walls, Windows, Doors and Ceilings</b>	<b>Monthly</b>	<b>Every 3-6 Months</b>	<b>Spring</b>	<b>Summer</b>	<b>Fall</b>	<b>Winter</b>	<b>Annually</b>
Inspect windows and doors.			✓				
Look for any signs of water damage.							✓
Check locks and deadbolts. Lubricate and replace as needed.						✓	
Check for signs of mold and mildew.			✓	✓	✓	✓	
Tighten knobs, handles, racks, etc.						✓	

<b>Appliances</b>	<b>Monthly</b>	<b>Every 3-6 Months</b>	<b>Spring</b>	<b>Summer</b>	<b>Fall</b>	<b>Winter</b>	<b>Annually</b>
Check and clean dryer screens and vents.			✓				
Check and clean exhaust fan screens and outlets.			✓				
Check and clean outdoor air screens and intakes.					✓		
Clean air conditioning drain pans and coils.			✓				
Clean dehumidifier coils.			✓				
Clean and tune furnaces, hot water heats, boilers.					✓		

<b>Electrical Equipment</b>	<b>Monthly</b>	<b>Every 3-6 Months</b>	<b>Spring</b>	<b>Summer</b>	<b>Fall</b>	<b>Winter</b>	<b>Annually</b>
Check electrical cords for damage.			✓		✓		
Test and replace outlets if necessary.							✓
Test batteries of smoke and CO alarms and replace if needed.			✓		✓		

<b>Plumbing, Fixtures and Appliances</b>	<b>Monthly</b>	<b>Every 3-6 Months</b>	<b>Spring</b>	<b>Summer</b>	<b>Fall</b>	<b>Winter</b>	<b>Annually</b>
Check washer hoses connections.							✓
Check if there are leaks in dishwasher hoses.							✓
Check and repair/replace toilet supply/shut-off valve.							✓
Look for signs of damage around shower/tub.							✓
Check drains under tubs, sinks and showers for leaks.							✓
Check boiler and hot water heater for leaks.					✓		

<b>Plumbing, Fixtures and Appliances</b>	<b>Monthly</b>	<b>Every 3-6 Months</b>	<b>Spring</b>	<b>Summer</b>	<b>Fall</b>	<b>Winter</b>	<b>Annually</b>
Clean septic tank.							✓
Remove showerheads and clean sediment buildup.						✓	

<b>Attic</b>	<b>Monthly</b>	<b>Every 3-6 Months</b>	<b>Spring</b>	<b>Summer</b>	<b>Fall</b>	<b>Winter</b>	<b>Annually</b>
Check for signs of roaches, termites, bats or rodents.					✓		
Look for water damage.					✓		
Make sure the attic is insulated.						✓	

<b>Garage</b>	<b>Monthly</b>	<b>Every 3-6 Months</b>	<b>Spring</b>	<b>Summer</b>	<b>Fall</b>	<b>Winter</b>	<b>Annually</b>
Store fuel cans properly.			✓		✓		
Look for signs of water damage.			✓				
Test and replace garage door safety shut-off.			✓		✓		
Check for signs of roaches, termites, bats or rodents.			✓		✓		

<b>Basement and Crawl Space</b>	<b>Monthly</b>	<b>Every 3-6 Months</b>	<b>Spring</b>	<b>Summer</b>	<b>Fall</b>	<b>Winter</b>	<b>Annually</b>
Make sure there are no wet surfaces or puddles.			✓		✓		
Clean out window wells.				✓			
Make sure floor drain is working.			✓				
Deep clean basement/crawling space,			✓				
Check for signs of roaches, termites, bats or rodents.					✓		
Consider installing a dehumidifier.			✓				

<b>HVAC Equipment - Replace Filters</b>	<b>Monthly</b>	<b>Every 3-6 Months</b>	<b>Spring</b>	<b>Summer</b>	<b>Fall</b>	<b>Winter</b>	<b>Annually</b>
Warm air furnace.					✓		
Air conditioning.			✓				
Dehumidifier.			✓				
Winterize air conditioning system.						✓	

<b>Others</b>	<b>Monthly</b>	<b>Every 3-6 Months</b>	<b>Spring</b>	<b>Summer</b>	<b>Fall</b>	<b>Winter</b>	<b>Annually</b>
Inspect your fire extinguisher(s).	✓						
Check water softener. Add salt if needed.		✓					
Give your house a deep clean.			✓				
Take care of insect problems.			✓	✓			

## Final Word

You will see that, when your home is in best shape, your quality of life increases, and you can also achieve a better sense of well-being. If you have never done any sort of home maintenance, now is the perfect time to start and take everything from scratch. Use John C. Flood's checklist above as a guide – and make sure to download and print the PDF so you can have it at hand!

