HOME MAINTENANCE AND INSPECTION SCHEDULE

Keep this helpful schedule to keep track of your home maintenance needs.

MONTHLY MAINTENANCE CALENDAR

JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
☐ Replace HVAC filters ☐ Clean garbage disposal ☐ Test smoke/ carbon monoxide detectors	☐ Replace HVAC filters ☐ Test garage doors	☐ Replace HVAC filters ☐ Clean garbage disposal ☐ Clean range hood and filters	☐ Replace HVAC filters ☐ Test smoke/ carbon monoxide detectors	☐ Replace HVAC filters ☐ Clean garbage disposal ☐ Test garage door auto-reverse	☐ Replace HVAC filters ☐ Clean range hood and filters
JULY	**AUGUST**	**SEPTEMBER**	**OCTOBER**	**NOVEMBER**	**DECEMBER**
☐ Replace HVAC filters ☐ Clean garbage disposal	☐ Replace HVAC filters ☐ Test garage door auto-reverse	☐ Replace HVAC filters ☐ Clean garbage disposal ☐ Clean range hood and filters	☐ Replace HVAC filters ☐ Test smoke/ carbon monoxide detectors	☐ Replace HVAC filters ☐ Clean garbage disposal ☐ Test garage door auto-reverse	☐ Replace HVAC filters ☐ Clean range hood and filters

ANNUAL CHECKLIST

- ☐ Drain and inspect water heater
- ☐ Inspect fire extinguisher
- ☐ Check water main/meter for leaks
- ☐ Check washing machine hose connections
- ☐ Check or termites, rodents and other pests
- ☐ Clean refridgerator coils
- ☐ Redo bathroom grout and caulking (where necessary)
- ☐ Check toilet shut-off valves
- ☐ Redo kitchen grout and caulking (where necessary)
- ☐ Check bathroom and kitchen exhaust fans
- ☐ Check dishwasher hoses
- ☐ Pump septic tank (every 3-5 years)

Last pumped: _____

Next pump: _____

SEASONAL MAINTENANCE CHECKLIST

SPRING

- ☐ Change air filters
- ☐ Change batteries in detectors
- ☐ Check for leaks in attic
- ☐ Wash windows
- ☐ Replace damaged window/ door screens
- ☐ Inspect bricks/stucco for chipping deterioration, or deposits
- ☐ Clean out gutters
- ☐ Add mulch around trees and garden beds to retain ground moisture
- ☐ Prune landscaping
- ☐ Pressure wash driveway, patio and deck
- ☐ Clean window wells and check drainage

SUMMER

- ☐ Change air filters
- ☐ Change batteries in detectors
- ☐ Check for leaks in attic
- ☐ Wash windows
- ☐ Check wood decks for moisture- reseal deck if water doesn't bead up
- ☐ Check dryer vent pipe for clogging
- ☐ Check driveway for cracks- reseal with asphalt patching caulk
- ☐ Check for/clean mold/mildew
- ☐ Clean underbrush around trees and bushes
- ☐ Switch ceiling fans to turn counterclockwise

FALL

- ☐ Check crawl space for water- call home inspector to find leaks
- ☐ Call furnace inspector- service furnace
- ☐ Test sump pump
- ☐ Check lawn- fertilize and reseed if necessary
- ☐ Check outdoor light bulbs
- ☐ Clean out gutters and downspouts

WINTER

- ☐ Tighten loose handles and knobs
- ☐ Check door and window locks- replace where necessary
- ☐ Add weather stripping where necessary to insulate your home
- ☐ Switch celing fans to turn clockwise
- ☐ Remove screens and add storm windows
- ☐ Inspect and repair stairs and railings

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813.782.1777

www.ChrisBlackInsurance.com