

RESIDENTIAL UPKEEP LOG

Year: 20__ | Property: _____

MAINTENANCE TASK	FREQUENCY	LAST DONE	STATUS	CONTRACTOR/NOTES
------------------	-----------	-----------	--------	------------------

HVAC & ENERGY

Replace Furnace/AC Filters	Quarterly			
----------------------------	-----------	--	--	--

Clean Dryer Vent & Ducting	Annual			
----------------------------	--------	--	--	--

EXTERIOR & ROOFING

Gutter Cleaning & Inspection	Bi-Annual			
------------------------------	-----------	--	--	--

Inspect Roof Shingles/Flashing	Annual			
--------------------------------	--------	--	--	--

PLUMBING & SAFETY

Flush Water Heater	Annual			
--------------------	--------	--	--	--

MAINTENANCE TASK	FREQUENCY	LAST DONE	STATUS	CONTRACTOR/NOTES
------------------	-----------	-----------	--------	------------------

Test Smoke/CO Detectors

Monthly

Check Sump Pump Operation

Quarterly

SEASONAL PREP

Sprinkler System Winterization

Fall

A/C Condenser Cleaning

Spring

ADDITIONAL MAINTENANCE NOTES
