

ESSENTIAL HOME MAINTENANCE CHECKLIST

Property Address: _____ Year: 20__

MONTHLY TASKS

MAINTENANCE TASK	DATE	DONE
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Inspect & replace HVAC filters

Test smoke and carbon monoxide detectors

Clean kitchen disposal and sink drains

Inspect fire extinguishers for pressure

SEASONAL (SPRING/FALL)

MAINTENANCE TASK	DATE	DONE
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Clean gutters and downspouts

Inspect roof for damaged shingles

Service A/C unit (Spring) / Furnace (Fall)

MAINTENANCE TASK

DATE

DONE

Check window seals and caulking

Flush water heater to remove sediment

ANNUAL TASKS

MAINTENANCE TASK

DATE

DONE

Professional chimney sweep/inspection

Inspect foundation for cracks

Deep clean dryer vent ductwork

Fertilize lawn and prune trees

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