

# HOME MAINTENANCE SCHEDULE

Year: \_\_\_\_\_

## MONTHLY TASKS

- Test smoke & CO detectors
- Inspect HVAC filters
- Clean kitchen disposal
- Inspect fire extinguishers
- Clean range hood filters

## QUARTERLY TASKS

- Run water in unused sinks
- Check water softener salt
- Test garage door auto-reverse
- Inspect plumbing for leaks

## BI-ANNUAL (SPRING/FALL)

- Clean gutters & downspouts
- Deep clean refrigerator coils
- Change clock/detector batteries
- Inspect roof & siding condition
- Service HVAC system

## ANNUAL TASKS

- Flush water heater sediment
- Inspect chimney & fireplace
- Termite/Pest inspection
- Clean dryer vent ductwork
- Seal grout & stone surfaces

# **MAINTENANCE NOTES & PROFESSIONAL CONTACTS**