

# RESIDENTIAL MAINTENANCE

Comprehensive Property Care Log

Year: 20\_\_\_\_

## INTERIOR SYSTEMS

TASK DESCRIPTION	FREQUENCY	STATUS
Replace HVAC Air Filters	Quarterly	_____
Test Smoke & CO Detectors	Monthly	_____
Flush Water Heater (Sediment)	Annually	_____
Inspect Plumbing (Leaks/Drains)	Bi-Annually	_____
Clean Dryer Vent Line	Annually	_____

## EXTERIOR & STRUCTURE

TASK DESCRIPTION	FREQUENCY	STATUS
Clear Gutters and Downspouts	Seasonal	_____
Inspect Roof Shingles/Flashing	Annually	_____
Caulk Window & Door Frames	Annually	_____
Check Foundation for Cracks	Bi-Annually	_____
Service Lawn/Snow Equipment	Seasonal	_____

## KITCHEN & APPLIANCES

TASK DESCRIPTION	FREQUENCY	STATUS
Clean Refrigerator Coils	Bi-Annually	_____

TASK DESCRIPTION

FREQUENCY

STATUS

Degrease Range Hood Filter

**Monthly**

\_\_\_\_\_

Sanitize Dishwasher Filter

**Monthly**

\_\_\_\_\_

Inspect Refrigerator Water Line

**Annually**

\_\_\_\_\_

Maintain your home's value through consistent preventative care.