

HOME SYSTEMS MAINTENANCE

Year: 20____

SYSTEM & TASK	FREQUENCY	STATUS / PROGRESS
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HVAC: Replace Air Filters	Quarterly	
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Plumbing: Flush Water Heater	Annual	
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Detectors: Test Smoke/CO	Monthly	
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Exterior: Inspect Gutters	Bi-Annual	
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Appliances: Clean Refrigerator Coils	Annual	
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HVAC: Professional AC/Heat Service	Bi-Annual	
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Electrical: Test GFCI Outlets	Quarterly	
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SERVICE TECHNICIAN CONTACTS & NOTES