

RESIDENTIAL UPKEEP CHECKLIST

Residence: _____ Month/Year: _____

Interior Living Spaces

TASK DESCRIPTION	FREQUENCY	NOTES
Dust surfaces, ceiling fans, and baseboards	Weekly	
Vacuum carpets and sanitize hard flooring	Weekly	
Clean windows, tracks, and sills	Monthly	

Kitchen & Appliances

TASK DESCRIPTION	FREQUENCY	NOTES
Deep clean oven and range hood filters	Monthly	
Sanitize refrigerator coils and drip pan	Quarterly	
De-scale dishwasher and garbage disposal	Monthly	

Systems & Safety

TASK DESCRIPTION	FREQUENCY	NOTES
Replace HVAC air filters	90 Days	
Test smoke and carbon monoxide detectors	Monthly	

TASK DESCRIPTION**FREQUENCY NOTES**

Inspect plumbing for leaks under sinks

Quarterly

Routine maintenance preserves property value and ensures a healthy living environment.