

# Annual Home Maintenance Checklist

Many of the products that were used to construct your home require maintenance. A new home is a substantial financial investment. Protecting and maintaining this investment requires regular personal and professional care.

## Monthly:

- **Replace air conditioning filters**
- **Test smoke and carbon monoxide detectors**
- **Test GFCI outlets/breakers**
- **Review caulking in wet areas specifically around showers and vanities**

## Quarter:

- **Review all exterior vents**
- **Inspect all weep holes for drainage**
- **Review the drainage conditions of your home to ensure that nothing has interfered with water moving away from your home after rain. Standing puddles that last longer than 24-48 hours need to be corrected.**
- **Review door thresholds and lock latches. Review weather-stripping on all exterior doors for tears**
- **Check the dryer vent for lint blockage and clean if needed**

## Seasonal:

- **Service or re-calibrate your HV/AC system in order to maintain the efficiency of the unit**
- **Inspect and repair any caulked areas such as window and doors seals, hose bib and exterior wall penetrations and duck work from vents**
- **Inspect and review your sprinkler system. Set timers for the specific time of year and ensure the spray heads are not pointing towards your foundation**
- **Clean and repair gutters and downspouts**
- **Review washing machine hoses for cracks or leaks**
- **Drain your water heater**
- **Replace smoke alarm batteries**
- **Before the first freeze of the year cover your hose bib or possibly shut off the water to these areas**
- **Review the main water cutoff control valve**
- **Inspect the HV/AC condensation line for cobwebs or other items that could interfere with the functionality**
- **Inspect the roof for missing or blown off shingles**
- **Inspect your garage door railing and lubricate if necessary**
- **Clean and sharpen your disposal blades with ice cubes**
- **Inspect and test your home fire extinguishers**