



**MAINTENANCE  
Checklist**

**WINTER (DEC-FEB)**

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| <p>_____ <u>DATE</u></p> <p>1 <input type="checkbox"/> SMOKE DETECTOR TEST ( BATTERY)</p> <p>2 <input type="checkbox"/> FURNACE INSPECTION GAS</p> <p>3 <input type="checkbox"/> SEAL AIR LEAKS DOOR/WINDOWS</p> <p>4 <input type="checkbox"/> CHECK PLUMBING LEAKS</p> <p>5 <input type="checkbox"/> CHECK ATTIC FOR PEST/LEAKS</p> | <p>_____ <u>DATE</u></p> <p>6 <input type="checkbox"/> WATER HEATER FLUSH</p> <p>7 <input type="checkbox"/> CLEAN DRYER VENT</p> <p>8 <input type="checkbox"/> TEST GFCI OUTLETS</p> <p>9 <input type="checkbox"/> ROOF INSPECTION</p> <p>10 <input type="checkbox"/> CHECK GUTTERS</p> |
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**SPRING (MAR-MAY)**

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| <p>_____</p> <p>11 <input type="checkbox"/> HOUSE DEEP CLEAN</p> <p>12 <input type="checkbox"/> LANDSCAPE AND TREE TRIMMING</p> <p>13 <input type="checkbox"/> A/C SERVICE</p> <p>14 <input type="checkbox"/> BASEMENT MOLD INSPECTION</p> | <p>_____</p> <p>15 <input type="checkbox"/> CLEAN CEILING FANS</p> <p>16 <input type="checkbox"/> POWER WASH WALKWAYS</p> <p>17 <input type="checkbox"/> LAWN CARE PEST TREATMENT</p> <p>18 <input type="checkbox"/> INSPECT PATIOS/DECKS</p> |
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**SUMMER (JUN-AUG)**

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| <p>_____</p> <p>19 <input type="checkbox"/> HVAC CLEAN DUCTS</p> <p>20 <input type="checkbox"/> CLEAN REFRIGERATOR COILS</p> <p>21 <input type="checkbox"/> CHECK WINDOW/ DOOR DRAFTS</p> <p>22 <input type="checkbox"/> INTERIOR PEST INSPECTION</p> | <p>_____</p> <p>23 <input type="checkbox"/> BATHROOMS RE-CAULKING</p> <p>24 <input type="checkbox"/> TEST SPRINKLER SYSTEM</p> <p>25 <input type="checkbox"/> GARAGE DEEP CLEANING</p> <p>26 <input type="checkbox"/> CLEAN OUTDOOR FURNITURE</p> |
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**FALL (SEP-NOV)**

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| <p>_____</p> <p>27 <input type="checkbox"/> HVAC FILTERS REPLACEMENT</p> <p>28 <input type="checkbox"/> REMOVE SPIDER WEBS</p> <p>29 <input type="checkbox"/> SCREEN CAGE POOL INSPECT</p> <p>30 <input type="checkbox"/> DISHWASHER FILTER CLEAN</p> <p>31 <input type="checkbox"/> WASHER FILTER CLEANING</p> | <p>_____</p> <p>32 <input type="checkbox"/> DEEP CLEAN KITCHEN</p> <p>33 <input type="checkbox"/> CLEAN GUTTERS</p> <p>34 <input type="checkbox"/> CHECK FIRE PLACE</p> <p>35 <input type="checkbox"/> CHIMNEY CLEANING</p> <p>36 <input type="checkbox"/> LIGHT BULB REPLACEMENT IN &amp; OUT</p> |
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