

HOMEOWNERS CHECKLIST



Checklist for new homeowners, outlining a routine and key maintenance tasks:

MONTHLY

- Test smoke/carbon monoxide detectors
- Inspect HVAC filters and replace if dirty
- Check plumbing for leaks (under sinks, around toilets)
- Clean kitchen hood vent filters
- Inspect fire extinguishers (make sure they are in working order)

BI-ANNUALLY

- Deep clean dryer vent and exhaust duct
- Inspect roof for damaged shingles or leaks
- Check window and door seals for drafts, replace caulking if needed
- Test sump pump (if applicable) to ensure proper drainage
- Flush water heater to remove sediment

ANNUALLY

- Schedule HVAC system service (before summer and winter)
- Inspect chimney and fireplace for cleanliness and safety
- Check foundation for cracks or signs of shifting
- Pressure wash siding and clean windows
- Inspect insulation in attic and crawl spaces

SEASONALLY

- Inspect and clean gutters/downspouts
- Check water softener (if applicable) for salt levels
- Run water in unused spaces (guest bathrooms, etc.) to prevent clogs
- Inspect exterior drains for debris or blockages
- Check garage door for smooth operation and safety reverse function
- Winterize pipes and sprinkler system (before winter)
- Prepare lawn equipment (mowers, etc.) in spring and fall
- Inspect outdoor faucets and hoses before and after winter
- Clean and seal decks annually, especially before summer

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