

# Annual Home Maintenance List

## JANUARY

1. Clean disposal
2. Clean vent hood filter
3. Check electrical cords, replace frayed or split
4. Check HVAC filter (replace if dirty)
5. Check all doors and locks and tighten screws
6. Deep clean oven
7. Check attics for roof leaks

## FEBRUARY

1. Check HVAC outside unit & remove debris
2. Check fire extinguisher, replace if needed
3. Wash or vacuum blinds
4. Clean out dishwasher drain bin
5. Clean vent hood filter
6. Check outside railings/steps
7. Check gutters to prep for spring rain

## MARCH

1. Vacuum HVAC air registers
2. Check smoke detectors(replace batteries if need)
3. Clean aerators on faucets, nozzles and drains
4. Check window weather stripping & operation
5. Clean window screens
6. Wash all windows, in & out
7. Trim bushes (not crepe myrtles)

## APRIL

1. Check HVAC outside unit & remove debris
2. Cabinets & light coat of wax or lemon oil (per manufacturer)
3. Inspect tile grout, caulk if need
4. Inspect hot water heater
5. Check HVAC drainage pipes
6. Trim trees by house
7. Check exterior paint for touch ups

## MAY

1. Clean vent hood filter
2. Check cabinet hinges for tightness & alignment
3. Check plumbing for leaks, tighten supply lines/valves
4. Check exterior doors lubrication & weather stripping
5. Switch Ceiling fans to counterclockwise
6. Inspect roof for repairs

## JUNE

1. Check HVAC outside unit & remove debris
2. Clean disposal
3. Check HVAC filter & replace if need
4. Vacuum HVAC registers
5. If Septic System, add RidX, check when last serviced
6. Inspect Brick or Stone Exterior
7. Reseal or stain deck

## JULY

1. Clean vent hood filter
2. Check all doors and locks & tighten screws
3. Check for cracks in caulking & repair
4. Clean & lubricate window tracks
5. Check/clean outdoor fireplace or grill
6. Test GFCI Outlets

## AUGUST

1. Clean disposal
2. Check HVAC outside unit & remove debris
3. Check fire extinguisher
4. If basement bath, check sump pump
5. Check heating system so can get repairs BEFORE need it
6. Vacuum HVAC registers

## SEPTEMBER

1. Check HVAC filter & replace?
2. Winterize outdoor lawn equipment
3. Check window weather stripping & operation
4. Clean & lubricate window tracks
5. Clean aerators on faucets, nozzles and drains
6. Clean gutters from fall leaves

## OCTOBER

1. Check HVAC outside unit & remove debris
2. Reseal tile grout, if needed
3. Cabinets oil (per manufacturer)
4. Check hot water heater
5. Clean hood filter
6. Check emergency escape plan
7. Deep clean oven for upcoming entertaining season

## NOVEMBER

1. Clean disposal
2. Clean vent hood filter
3. Clean inside of dishwasher and clean out filter
4. Weatherproof doors & windows
5. Check smoke detectors, replace batteries if needed
6. Prepare for freezes by shutting off water to exterior water spigots

## DECEMBER

1. Check HVAC outside unit " remove debris
2. Clean disposal
3. Check HVAC filter " replace if necessary
4. Vacuum HVAC air supply & air return registers
5. Check dryer vent for clogs, in and outside
6. Clean faucets underside