



A Little Home Maintenance Goes a Long Way!

Stay Ahead of Costly Home Repairs

Every Month

- Replace HVAC filters - Change as needed based on your system, pets and household.
- Clean dryer vent & exhaust duct - Improves efficiency and reduces fire risk.
- Clean range hood filter - Remove accumulated grease and buildup.
- Check caulking - Repair cracked or missing areas around tubs, showers and sinks.
- Inspect water heater - Look for leaks, corrosion or unusual sounds.
- Clean aerators & showerheads - Remove mineral buildup that can reduce water flow.
- Test garage door auto-reverse - An important and often-overlooked safety check.
- Check gutters & downspouts - Clear debris and direct water away from the foundation.
- Inspect exterior drainage - Look for water pooling near the house.
- Check refrigerator coils - Remove dust and pet hair to improve efficiency.

Every 3-6 Months

- Check HVAC filters - Clean or replace as needed for efficiency and cleaner air.
- Look under sinks - Check for leaks, moisture, stains or musty odors.
- Test smoke & CO detectors - A quick test helps ensure they're working properly.
- Check toilets - Listen for running water and watch for leaks.
- Run rarely used faucets/showers - Helps prevent dry traps and sewer odors.
- Walk around your exterior - Look for damage, cracks, clogged drains or other changes.
- Check basements/crawlspaces - Watch for moisture, odors, water stains or pests.
- Clean the garbage disposal - Helps prevent odors and buildup.
- Check the water softener - Make sure the salt level is adequate.
- Review utility bills - Unexpected increases may be an early sign of a problem.



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Once a Year

- Service your HVAC system - Annual maintenance improves efficiency and catches problems early.
- Inspect the roof - Check for damaged shingles, flashing issues and signs of wear.
- Clean gutters & downspouts - Keep water flowing freely and away from the foundation.
- Inspect chimney & fireplace - Especially important for wood-burning fireplaces.
- Flush the water heater - Helps remove sediment and may extend its lifespan.
- Inspect windows & doors - Check seals, caulk and weatherstripping for drafts or leaks.
- Check exterior caulking & siding - Look for cracks, gaps, loose areas or water entry points.
- Inspect deck, porch & railings - Check for loose boards, rot or unstable railings.
- Check the sump pump - Test before heavy-rain seasons and clear the discharge line.
- Check plumbing shutoff valves - Know your main shutoff and make sure valves operate properly.
- Check surrounding trees - Look for damaged or dead limbs that could pose a risk.
- Review home insurance coverage - Make sure coverage reflects renovations and current rebuilding costs.

With Each Change of Season

- Walk around your home's exterior - Look for cracks, loose siding, damaged trim or seasonal changes.
- Check gutters & downspouts - Clear debris and direct water away from the foundation.
- Inspect the roof from the ground - Look for missing or damaged shingles after winter or storms.
- Check outdoor faucets & hoses - Look for leaks and protect them before freezing weather.
- Inspect weatherstripping - Replace worn areas around doors and windows to improve efficiency.
- Clean outdoor HVAC units - Remove leaves, grass and debris from around the unit.
- Check exterior drainage - Look for pooling water, especially after heavy rain.
- Inspect trees & landscaping - Trim branches and watch for damaged or dead limbs.
- Change ceiling fan direction - Counterclockwise in summer; clockwise on low in winter.
- Do a seasonal safety check - Inspect outdoor lighting, steps, walkways and railings.