

# WEST + MAIN



## SEASONAL *Home Maintenance* CHECKLIST

### *Spring*

- ✓ **Exterior Envelope** - Check roofing, siding, gutters and downspouts for any damage or missing components.\*
- ✓ **Grading and Drainage** - Make sure all rainwater and downspout discharge flows away from the house.
- ✓ **Air Conditioning** - Arrange servicing to make sure your system is ready to handle the coming warm days of summer.\*
- ✓ **Safety and Security System** - Test all systems for operating alarms monthly; change batteries with bi-annual time change.
- ✓ **Walks and Driveways** - Repair or replace any damaged, settled, heaved or uneven surfaces that present a safety hazard. \*
- ✓ **Plumbing** - De-winterize sprinklers and faucets, check for leaks inside and out.

### *Summer*

- ✓ **Exterior Surfaces** - Clean siding, trim, windows, and other components to prevent dirt buildup.
- ✓ **Porches and Decks** - Check for and repair loose/damaged railings and weathering of the structure; paint or stain surfaces as needed.
- ✓ **Chimneys / Vents** - Check for any signs of damage or leakage into the attic; repair/seal roof penetrations as needed.
- ✓ **Air Conditioner/Heat Pump** - Check filters at least monthly, change as needed.
- ✓ **Insects and Pests** - Check house from top to bottom, inside and out for signs of insect infestation and uninvited rodents.
- ✓ **Landscaping** - Inspect all trees, shrubs and other vegetation; remove trim or treat as needed.\*

*Have questions, give us a call, we love hearing from you. You and your home are very important to us. We've spent years establishing relationships with excellent service providers that will take care of your home the way you expect. Please **call** or **email** us for a reference.*

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## SEASONAL *Home Maintenance* CHECKLIST

### *Fall*

- ✓ **Heating System** - Arrange servicing to make sure your system is ready for the cold winter.\*
- ✓ **Winterize** - Clean furniture/grills and drain exterior faucets, hoses and sprinklers subject to damage.
- ✓ **Gutters and Downspouts** - Make sure all are clear of debris and are free flowing.
- ✓ **Interiors** - Dust and clean throughout; touch up paint where needed so you're ready for the holidays.
- ✓ **Fireplaces** - Be safe; arrange for cleaning of fireplaces/chimneys before the heavy usage of winter.\*
- ✓ **Safety and Security System** - Test all systems for operating alarms monthly; change batteries with bi-annual time change.

### *Winter*

- ✓ **Exhaust Vents** - Make sure all weather-resistant covers are in place and vents are clear of birds and other obstructions.
- ✓ **Appliances** - Check all, including kitchen and laundry appliances, sump pumps, and emergency generators.
- ✓ **Heating Systems** - Look for any evidence of corrosion, or leakage. Check filters at least monthly, change as needed.
- ✓ **Electric** - Test all Ground-Fault Circuit Interruptions (GFCIs) monthly; have checked if they do not trip and reset.
- ✓ **Plumbing and Water Heaters** - Check for any signs of corrosion, leakage or sluggish drains.
- ✓ **Insulation** - Assess insulation and air sealing adequacy; add insulation, caulk and weatherstripping as needed.

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