



HOMEOWNER

MAINTENANCE CHECKLIST

MAINTENANCE ITEM	FREQUENCY	DATE COMPLETED					
Replenish Salt in Water Softener	MONTHLY						
Test Smoke Alarms / Batteries	MONTHLY						
Check Indoor + Outdoor Air Vents	MONTHLY						
Clean Garbage Disposal	MONTHLY						
Clean Oven	QUARTERLY						
Change Air Filters	QUARTERLY						
Clean Kitchen Exhaust Fan Filter	QUARTERLY						
Winterize Exterior Plumbing	ANNUALLY						
Cleaning Heating Ducts	ANNUALLY						
Clean Septic Tank	ANNUALLY						
Clean Refrigerator Coils	ANNUALLY						
Vacuum Bathroom Exhaust Fan Grill	ANNUALLY						
Vacuum Dryer Lint	ANNUALLY						
Check Fire Extinguisher	ANNUALLY						
Check / Clean Chimney	ANNUALLY						
Carpet Clean	ANNUALLY						
Pressure Wash	ANNUALLY						
Clear Gutters	ANNUALLY						
Clean Dishwasher	ANNUALLY						
Inspect Plumbing for Leaks	ANNUALLY						
Check windows and doors for drafts	ANNUALLY						
Inspect roof, siding, & deck for safety and wear	ANNUALLY						
Clean Grill	50 HRS OF USE						

