Maintaining your home is an important responsibility as a homeowner and can prevent costly problems from arising, make mechanical systems last longer and have a positive impact on your home’s value. Use the following worksheet to help you identify any home maintenance issues and repair them before they become more problematic and potentially more expensive.

### Spring/Summer Maintenance:
- Clean gutters and downspouts
- Inspect roof
- Check foundation, driveway, sidewalks, walkways for cracks and repair as necessary
- Inspect exterior for peeling paint, dry-rotted caulk – repaint and caulk
- Inspect attic, roof, and eaves for water damage, as well as for proper ventilation; open attic vents
- Service heating and air conditioning units and replace filters; replace or clean furnace filter
- Clean stove hood, grease traps, dryer vents, room fans and stove burners
- Replace faulty seals on refrigerator, clean coils
- Inspect basement for dampness and seal appropriately
- Replace seals and washers on leaky faucets
- Change batteries in smoke, fire, and carbon monoxide detectors
- Check and replace dry-rotted weather stripping for all doors and windows
- Remove and clean storm windows
- Clean screens for windows and doors, replace if necessary

### Fall/Winter Maintenance:
- Professionally clean chimney and flue
- Clean gutters and downspouts, seal leak in gutter seams
- Remove window air conditioners
- Inspect sump pump
- Remove wasp nests, inspect for termites and wood rot
- Remove window and door screens – clean before storing
- Check storm windows – clean and repair before installing
- Drain and turn off outside faucets if in region with very cold winters
- Check insulation and replace if necessary
- Clean humidifier
- Clean fireplace
- Service heating and cooling systems
- Repair any plumbing leaks
- Oil door locks – this is especially important in regions with very cold winters
- Change batteries in smoke, fire, and carbon monoxide detectors