

Home Maintenance Schedule

Year: _____

Spring	Done	Date done
Test smoke and carbon monoxide alarms, change the batteries	☐	
Clear gutters and downspouts of winter debris	☐	
Service the air conditioning before the first hot week	☐	
Replace the furnace / HVAC filter	☐	
Check the roof, flashing and chimney for winter damage	☐	
Turn outside taps back on and check for freeze damage	☐	
Flush slow drains and clear outside drain gratings	☐	
Check decking, fences, steps and handrails	☐	

Summer	Done	Date done
Replace the furnace / HVAC filter	☐	
Vacuum the refrigerator coils and clean the drip tray	☐	
Clean the dryer vent duct and the lint trap housing	☐	
Check window and door seals and weatherstripping	☐	
Wash the windows and clean the screens	☐	
Test the GFCI / RCD outlets and the main breaker	☐	
Cut back shrubs and branches from walls and roof	☐	
Check the water heater for leaks and flush sediment	☐	

Fall	Done	Date done
Service the heating system before the first cold week	☐	
Replace the furnace / HVAC filter	☐	
Clear gutters and downspouts after the leaves drop	☐	
Test smoke and carbon monoxide alarms	☐	
Sweep the chimney and check the flue	☐	
Shut off and drain outside taps, store the hoses	☐	
Rod or flush slow drains before the heavy rain	☐	
Check attic and crawl space insulation and vents	☐	

Winter	Done	Date done
Replace the furnace / HVAC filter	☐	
Clear snow from vents and watch the roof for ice dams	☐	
Test smoke and carbon monoxide alarms	☐	
Test the sump pump and its backup	☐	
Run the taps you rarely use, check for frozen pipes	☐	
Check the fire extinguisher date and pressure gauge	☐	
Re-caulk around the bath, shower and sinks	☐	
Check emergency supplies, torches and the generator	☐	

Contractors, account numbers & notes
