

Basic Yearly Home Maintenance Guide

January

- Check furnace filter: replace or clean
- Oil circulating pump for boilers if applicable
- Check furnace fan belt on older furnaces
- Clean humidifier
- Check water heater for leaks and drain sediments out of base
- Check roof for ice damming problems, have snow and ice removed as required
- Check for excessive snow loads on roof
- Check exhaust fans
- Test smoke detectors, replace batteries. Replace all units more than 10 years old.
- Test carbon monoxide detectors
- Test garage door operation and check safety features and lubricate

February

- Check furnace filter: replace or clean
- Replace furnace HRV filter
- Check roof for ice damming problems, have snow and ice removed as required
- Check attic for condensation problems
- Clean range hood filter
- Check dishwasher
- Check inside surfaces for new damage
- Check plumbing fixtures for damage and cleanout screens or aerators
- Check all plumbing valves for leaks
- Check “P” traps under sinks and fixture for leaks
- Annual safety check, Door locks, smoke detectors, window locks, potential fire hazards
- Test smoke detectors, replace batteries. Replace all units more than 10 years old.
- Test carbon monoxide detectors
- Test garage door operation and check safety features and lubricate

March

- Check furnace filter: replace or clean
- Check roof for ice damming problems, have snow and ice removed as required
- Check ceilings
- Check sump pump and verify floor drain
- Check basement for leaks and drain sediments out of base
- Test smoke detectors, replace batteries. Replace all units more than 10 years old.
- Test carbon monoxide detectors
- Test garage door operation and check safety features and lubricate

April

- Check furnace filter: replace or clean
- Check eavestroughs and downspouts
- Clean humidifier, shut off for summer season, shut damper
- Clean HRV
- Check crawlspace
- Clean range hood and filter
- Test smoke detectors, replace batteries. Replace all units more than 10 years old.
- Test carbon monoxide detectors
- Test garage door operation and check safety features and lubricate

May

- Check furnace fan belt on older furnaces
- Oil circulating pump for boilers if applicable
- Have contractor service air conditioner, turn breaker on before contractor services
- Check exterior grade for proper slope
- Have pool professional opened for season
- Check decks, steps and balconies for rot and proper supports. Verify railings and handrails for rot and if properly secured fix as required

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May

- Check chimneys for deterioration and loose and missing mortar.
- Check wood trim, soffit and fascia and paint as required
- Check bricks for deterioration and cracks
- Have roofs checked for damaged or missing shingles, seal flashings as required.
- Check window and screens and lubricate as required
- Check water heater for leaks and drain sediments out of base
- Open valves for exterior water taps
- Check sump pump and verify floor drain
- Check exhaust fans
- Test smoke detectors, replace batteries. Replace all units more than 10 years old.
- Test carbon monoxide detectors
- Test garage door operation and check safety features and lubricate

June

- Check furnace filter: replace or clean
- Clean range hood filter
- Check dishwasher
- Check inside surfaces
- Clear out debris out of window well and verify for frost heaving and damage
- Check siding for damage and loosed sections, paint as required
- Test smoke detectors, replace batteries. Replace all units more than 10 years old.
- Test carbon monoxide detectors
- Test garage door operation and check safety features and lubricate

July

- Check furnace filter: replace or clean
- Check attic
- Check walkways and driveways for deterioration and unevenness

- Check well and well equipment
- Have septic system verified and pump every two years
- Check sump pump
- Test smoke detectors, replace batteries. Replace all units more than 10 years old.
- Test carbon monoxide detectors
- Test garage door operation and check safety features and lubricate

August

- Check furnace filter: replace or clean
- Check water heater for leaks and drain sediments out of base
- Check exhaust fans
- Clean range hood and filter
- Check foundation for new cracks
- Test smoke detectors, replace batteries. Replace all units more than 10 years old.
- Test carbon monoxide detectors
- Test garage door operation and check safety features and lubricate

September

- Check furnace filter: replace or clean
- Have furnace or boiler serviced
- Replace batteries in thermostat if applicable
- Check oil tanks for leaks, replace if too old
- For boiler systems bleed all radiators
- Clean all heaters
- Have gas fireplace cleaned and serviced
- Clean humidifier and turn on for season
- Clean eavestroughs
- Have roofs checked for damaged or missing shingles, seal flashings as required.
- Cut back tree limbs
- Check chimneys for deterioration and loose and missing mortar. Have professionally cleaned.
- Check fireplace and wood stoves
- Clean HRV filter and clean inside of unit, clean core.

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- Check exterior caulking
- Check doors and windows for tight seal
- Check inside surfaces
- Check and test GFCI and AFCI outlets and breakers.
- Test smoke detectors, replace batteries. Replace all units more than 10 years old.
- Test carbon monoxide detectors
- Check Annual safety check, Door locks, smoke detectors, window locks, potential fire hazards
- Test garage door operation and check safety features and lubricate

October

- Check furnace filter: replace or clean
- Turn A/C breaker off at panel
- Clean eavestroughs
- Clear out debris out of window well and ensure proper drainage
- Have pool and sprinkler systems professionally winterized
- Check wiring and outlets for damage
- Check panel, trip all breakers off every 6 months
- Check attic insulation
- Check ceilings
- Clean range hood and filter
- Shut off valve to exterior water taps and drain line and bleed if applicable, remove hoses
- Check sump pump and verify floor drain
- Test smoke detectors, replace batteries. Replace all units more than 10 years old.
- Test carbon monoxide detectors
- Test garage door operation and check safety features and lubricate

November

- Check furnace filter: replace or clean
- Clean eavestroughs
- Clean humidifier

- Oil circulating pump for boilers if applicable
- Check water heater for leaks and drain sediments out of base
- Check railing and handrails for proper operation
- Check bathroom for leaks and proper caulking, verify all grout joints and seal as required
- Check toilets for leaks and if loose
- Check exhaust fans
- Test smoke detectors, replace batteries. Replace all units more than 10 years old.
- Test carbon monoxide detectors
- Test garage door operation and check safety features and lubricate

December

- Check furnace filter: replace or clean
- Clean HRV filter and clean inside of unit.
- Clean exhaust fans and check range hood fan
- Check dishwasher
- Check inside surfaces
- Test smoke detectors, replace batteries. Replace all units more than 10 years old.
- Test carbon monoxide detectors
- Test garage door operation and check safety features and lubricate