Home Maintenance Schedule

Tasks	Frequency	Dates Completed
Ongoing		
Check & test smoke detectors	Monthly	
Check mechanical water softener	See Manual	
Drain sediment from hot water tank	Monthly	
Quarterly		
Major cleaning	Quarterly	
Lubricate hinges on doors	Quarterly	
Check water pump and sump pump for operation	Quarterly	
Check garage door and lubricate when needed	Quarterly	
Inspect for cracks and leaks in basement and crawl space	Quarterly	
Apply wood protector to wood cabinets and trim	Quarterly	
Check caulk around bathtubs and sinks; repair as needed	Quarterly	
Review household emergency procedures	Quarterly	
Winter Maintenance Tasks		
Check and change the furnace filters	Monthly	
Clean water in humidifier	Weekly	
Clean the chimney for wood stove/fireplace	As needed	
Spring Maintenance Tasks		
Remove and store windows and doors	Annually	
Clean windows and outside of house	As needed	
Check the caulk on the windows	Spring & Fall	
Clean out closets and cabinets	As needed	
Summer Maintenance Tasks		
Check and change air conditioning filter	Monthly	
Clean garage and/or yard shed	Annually	
Fall Maintenance Tasks		
Clean gutters	As needed	
Discard or store yard chemicals properly	As needed	
Clean fire extinguisher, replace as needed	Annually	

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