



## Section 5.2.1

### *Fall & Spring Maintenance Check List*

#### **FALL MAINTENANCE CHECK LIST**

As colder weather approaches you can take a few key steps to ensure your home serves you well through the coming months. Please take time to check these items in and around your home and attend to any that need maintenance.

- ✓ Clean and test smoke detectors.
- ✓ Test and reset ground fault circuit interrupters (GFCI) breakers.
- ✓ Change or clean the furnace filter.
- ✓ Adjust registers and confirm that cold air returns are clear of furniture or draperies.
- ✓ Adjust or replace weather-stripping on exterior doors as needed.
- ✓ Check the fit of exterior doors; thresholds are adjustable.
- ✓ Check caulking, inside and out, and touch up as needed.
- ✓ Remove hoses from exterior faucets to prevent a broken hose bib.
- ✓ Review safe fireplace operation. Provide professional cleaning at regular intervals.
- ✓ Clean gutters, check downspouts; confirm that splash blocks drain away from the house.
- ✓ Check foundation, concrete, and yard for settling; fill in as needed for positive drainage.
- ✓ Remove ice and snow from concrete as soon as possible; avoid using de-icing agents with damaging salts.

## SPRING MAINTENANCE CHECK LIST

As warmer weather approaches you can take a few key steps to ensure your home serves you well through the coming months. Please take time to check these items in and around your home and attend to any that need maintenance.

- Clean and test smoke detectors.
- Test and reset ground fault circuit interrupters (GFCI) breakers.
- Change or clean the furnace filter.
- Operate the air-conditioning system
- Adjust registers and confirm that registers and cold-air returns are clear of furniture or draperies.
- Make certain the air-conditioner compressor is level and clear of debris.
- Inspect grout around tile (floor or wall) and touch up.
- Wash windows and screens, clean weep holes, and lubricate tracks.
- Check caulking, inside and out, and touch up.
- Check and lube garage overhead door.
- Test exterior faucets for broken pipes or leaks.
- Clean gutters and confirm that downspouts or splash blocks drain away from the house.
- Look for settling of backfill soils and fill in where needed.
- Check exterior paint and refinish as needed.