

Seasonal Maintenance Schedule

SPRING

- ◇ Inspect and possibly change out HVAC filters (monthly)
- ◇ Inspect fire extinguisher for adequate pressure and wear
- ◇ Test smoke detectors
- ◇ Rotate/flip mattresses/cushions
- ◇ Wash outside of windows
- ◇ Repair/replace window screens
- ◇ Clean out gutters
- ◇ Inspect roof for damage/leaks
- ◇ Pressure wash house and driveway
- ◇ Have air conditioning serviced
- ◇ Touch up peeling or damaged paint
- ◇ Clear dead plants/shrubs from house
- ◇ Have trees trimmed near power lines
- ◇ Fertilize lawn
- ◇ Clean grill and patio furniture

SUMMER

- ◇ Inspect and possibly change out HVAC filters (monthly)
- ◇ Inspect fire extinguisher for adequate pressure and wear
- ◇ Test smoke detectors
- ◇ Rotate/flip mattresses/cushions
- ◇ Clean and repair deck/patio
- ◇ Spray for ants, insects, and wasps
- ◇ Prune trees and shrubs
- ◇ Test garage door auto-reverse feature
- ◇ Flush out all interior drains
- ◇ Pour bleach or vinegar in air conditioning drain line
- ◇ Drain or flush water heater
- ◇ Clean dryer vent and lint hose
- ◇ Dust refrigerator coils (unplug first)
- ◇ Clean range hood filter

FALL

- ◇ Inspect and possibly change out HVAC filters (monthly)
- ◇ Inspect fire extinguisher for adequate pressure and wear
- ◇ Test smoke detectors
- ◇ Rotate/flip mattresses/cushions
- ◇ Clean out fireplace
- ◇ Clean garage
- ◇ Clean gutters
- ◇ Prepare storm windows and hurricane kit
- ◇ Rake leaves and dispose or mulch
- ◇ Caulk any leaks in windows, doors, and bathrooms
- ◇ Check and re-seal cracks in driveway
- ◇ Test sump pump
- ◇ Flush hot water heater and remove sediment
- ◇ Clean drip pan under refrigerator

WINTER

- ◇ Inspect and possibly change out HVAC filters (monthly)
- ◇ Inspect fire extinguisher for adequate pressure and wear
- ◇ Test smoke detectors
- ◇ Rotate/flip mattresses/cushions
- ◇ Winterize air conditioning system
- ◇ Winterize sprinkler system
- ◇ Inspect plumbing for leaks
- ◇ Flush outdoor water faucets and store hoses
- ◇ Test water heater's pressure relief valve
- ◇ Check all locks/deadbolts on windows/doors
- ◇ Tighten handles, knobs, racks, etc.
- ◇ Check grout and repair as needed
- ◇ Dust refrigerator coils (unplug first)
- ◇ Clean range hood filter
- ◇ Pour bleach or vinegar in air conditioning drain line