

Tips and Reminders for yearly maintenance of your Real Estate.

January...

- __Clean furnace & humidifier filters.
- __Maintenance drain hot water tank.
- __Check & adjust humidity level in house.
- __Check window condensation.
- __Check/ recharge fire extinguishers.
- __Test window locks for fire escape route.
- __Test/replace carbon monoxide batteries.
- __Test/replace smoke detector batteries.

April...

- __Check/clean air conditioner and filters.
- __Check basement walls & floor for moisture
- __Check roof shingles & flashings.
- __Inspect for insects & rodents.
- __Check & repair any exhaust fans.
- __Phone Utilities to trim trees off electrical lines.
- __Check & update First Aid kit.

February...

- __Deep clean or steam carpeting.
- __Check hardwood floors for cracking.
- __Check ceramic & line floor caulking & grout.
- __Check kitchen & bath caulking & grout.
- __Check bath exhaust fan & vent.
- __Clean garbage disposal (use whole lemon/ice cubes).
- __Check central vac vents & canister filter.
- __Clear exterior vent of snow & debris.

May...

- __Clear all exterior vents of debris.
- __Clear debris from window wells.
- __Clean gutters & downspouts.
- __Check gutter water flow away from foundation.
- __Clean & wash house exterior.
- __Clean & wash exterior window glass & drain holes.
- __Prepare gardens & fertilize lawn.
- __Repair fence, deck & siding.

March...

- __Clean furnace & humidifier filters.
- __Check drain for clogs.
- __Check walls & ceiling for cracks & repair.
- __Check operation of sump pump.
- __Check windows & screens for any needed repairs.
- __Take down Christmas lights???

June...

- __Clean & maintain barbecue.
- __Paint/stain exterior of house, fence & decks.
- __Check stairs & hand rails for sturdiness & reliability.
- __Clean & seal exterior natural stone/slate.
- __Inspect washing machine water hoses (replace every 5 years).
- __Inspect/clean dryer venting to exterior.
- __Inspect dishwasher for leaks.
- __Clean & maintain appliances.

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July...

- __Check Fire extinguishers.
 - __Air out damp crawl spaces & basements.
 - __Lubricate squeaky hinges etc.
 - __Lubricate & maintain overhead garage door
 - __Clean & adjust ceiling fan paddles.
 - __Review home security system.
- Enjoy your summer break!

August...

- __Review electrical system.
- __Label main panel breakers.
- __Check door bell.
- __Check exterior lighting.
- __Check GFI plugs.
- __List & stock needed household light bulbs.
- __Schedule furnace & air duct cleaning.
- __Sort hazardous waste-dispose of at any Fire hall.

September...

- __Inspect chimney flues & caps for nests & obstructions.
- __Clean fireplace flues.
- __Call Gas Company for FREE furnace inspection.
- __Test existing or install new programmable thermostat.
- __Trim away branches that overhang chimney.
- __Clean window wells of debris.
- __Check that grading runs away from foundation wall.
- __Clean/repair & store away garden equipment.
- __Sort & store items, that may be damaged from freezing.
- __Fertilize lawn.

October...

- __Clean furnace & humidifier filters.
- __Drain outside water & irrigation lines.
- __Disconnect, drain & store water hose.
- __Check window & door weather stripping.
- __Caulk & seal exterior of house.
- __Caulk & seal exterior concrete.
- __Winterize plants & landscaping.
- __Plant, move or trim (most) trees and shrubs.

November...

- __Clean furnace filters.
- __Clean & maintain humidifier.
- __Check water heater operation & maintain.
- __Clean range hood filter.
- __Adjust air register grills for balanced air flow.

December...

- __Put up the Christmas lights!!!
 - __Clean furnace & humidifier filters.
 - __Check for frost buildup (sign of moisture) in attic.
 - __Check gutters & downspouts for formation of ice dams.
 - __Check snow on roof.
 - __Clean furnace air filters.
- *HAPPY HOLIDAYS & SEASONS GREETINGS***