

Home Maintenance Checklist

We recommend that you complete the following check up and perform the necessary maintenance tasks to protect your home's value and ensure your home remains a safe and enjoyable place to live.

Give us a call if we can help • 518.399.1881

	Spring	Fall	Annual	Periodically
Foundation Walls and Masonry				
Check basement for moisture leaks and dampness after wet weather				■
Check foundations walls for cracks, heaving and /or crumbling	■			
Check chimneys and chimney caps for deterioration and loose or missing mortar	■	■		
Ensure grade of soil is sloped away from foundation walls			■	
Roof and Gutters				
Check for damaged, loose or missing shingles	■	■		
Cut back tree limbs that are growing over or on your roof		■		
Check for moss build up on roof				■
Check flashing around roof stacks, vents, skylights and chimneys for leakage	■	■		
Check vents, louvers and chimneys for nests and insect infestation	■	■		
Check for icicles and ice dams				■
Check soffits and fascias for loose paint, water damage and decay	■			
Check for leaking, misaligned or damaged gutters, downspouts, hangers, gutter guards and strainers	■	■		
Ensure gutters, downspouts, strainers, window wells and drains are clean				■
Ensure gutter downspouts are directed away from foundation walls				■
Exterior Walls				
Check painted surfaces for loose paint and paint failure	■			
Check siding and trim for damage, warping, decay and proper fastening				■
Check masonry walls for brick damage, cracks and loose or missing mortar	■			
Check all wall penetrations for proper seal	■	■		
Check that plantings are not pushing against sidewalls	■	■		
Doors and Windows				
Check caulk and check for decay around doors, windows, corner boards and joints	■	■		
Check interior of skylights for decay or moisture damage	■	■		
Check door thresholds and window sills for decay and proper sealer	■	■		
Check glazing putty around glass panes		■		
Check weather-stripping and door sweeps		■		
Change out storm windows/screen	■	■		

	Spring	Fall	Annual	Periodically
Decks, Porches, Patios, Walkways and Driveways				
Check exterior lighting				■
Check for moss/mold build up	■	■		
Check condition of paint or sealer on wood surfaces	■	■		
Check driveway, patio and walkways for cracks, heaving or crumbling		■		
Check for proper seal on asphalt surfaces		■		
Electrical				
Identify the location of the electrical panel box				
Trip circuit breakers twice a year; trip ground fault interrupters on a monthly basis	■	■		
Mark and label each circuit				■
Check condition of all cords (lamps, extension, small appliance, etc)				■
Check exposed wiring and cables for wear				■
Monitor frequent blown fuses and tripped breakers (call a professional electrician)				■
If you experience a slight tingling shock from handling or touching an appliance, disconnect the appliance and have it repaired. If lights flicker and dim or if appliances go on and off unnecessarily, call a professional electrician				■
Plumbing				
Check faucets, interior/ exterior hose bibs and valves for leakage				■
Drain exterior water lines, hose bibs, sprinklers, pool equipment in the fall		■		
Check for leaks at all sink and house traps and sewer cleanouts				■
Draw off sediment in water heaters monthly or per manufacturer's instructions				■
Have septic tank cleaned every 2 years				■
Check washer hose and connections				■
Check dishwasher hose and connections				■
Check refrigerator drip pan/icemaker connections				■
HVAC				
Check dryer vents for obstructed air flow	■	■		
Change all heating system filters				■
Change all cooling system filters				■
Have equipment, vents and chimneys serviced			■	
Interior				
Check bathroom tile joints, tub grout and caulking for proper seal, cracks and water penetration				■
Close crawl space vents during cold season		■		
Check underside of roof (attics, finished ceiling, near chimneys) for water damage			■	
Keep attic louvers and vents open year round. Check louver screening			■	
Check all smoke detectors and CO ₂ detectors			■	
Know the location of main water shut off, main electrical disconnect or breaker and main emergency shut off for heating system				