CUSTOM BUILT

WINDOWS & DOORS MADE IN R.I.

Make Your House A Home:

COMPREHENSIVE HOME MAINTENANCE CHECKLIST

We get it, your house is needy. It constantly beckons for your attention and requires copious amounts of your precious time and energy to keep it spick and span. As quickly as you've replaced the kitchen window that had suffered a fatal baseball wound, your dog hurdles through the back screen as if it were making a grand entrance. It can be downright mentally exhausting to keep track of every last home maintenance task without a system in place. So, instead of frantically juggling tasks and forgetting a slew of things along the way, free some much needed head-space and download this home maintenance checklist to keep track for you!

SECTIONS:

(A)-Once per Year | (Q)-Once per Quarter | (M)-Once per Month | (W)-Once per Week | (D)-Daily

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HOME SAFETY

- ☐ Remove Obstructions in Trafficked Areas (W)
- ☐ Perform a Battery Check (Fire and Carbon Monoxide Alarms) (M)
- ☐ Check Efficacy of Locks (Loose Handles, Rust, etc) (M)
- ☐ Prepare (or Restock) an Emergency Kit (A)
  - ☐ A Week's Worth of Fresh Water
  - ☐ Nonperishable Foods
  - ☐ Whistle
  - ☐ Blankets
  - ☐ Portable Gas Stove
  - ☐ Flashlights
  - ☐ Battery Powered Radio
  - ☐ First Aid Kit
  - ☐ Local Maps
  - ☐ Portable Tool Kit
- ☐ Acquire a Sump Pump for Flood Emergencies

HVAC

- ☐ Change the Air Filters (Q)
  - ☐ Turn Off the Machine
  - ☐ Check That You Have the Correctly Sized Filter
  - ☐ Follow Directions on Machine
  - ☐ Insert the New Filter
  - ☐ Observe Machine for 1 Minute After Turning It Back On
- ☐ Contact a Technician With Any Problems or Difficulties
- ☐ Test Water Pressure Relief Valve (Q)
- ☐ Raise and Lower the Test Valve to Lift the Brass Stem
- ☐ Observe Hot Water Rushing Out of the Valve
- ☐ Replace Valve if the Flow is Weak
- ☐ Consult a Technician to Replace
- ☐ Schedule a Servicing with HVAC Technician (A)