

HOMEOWNER CHECKLIST:

# Single-Family Home Seasonal Maintenance Checklist



Properly maintaining your home can help you avoid costly repairs. Use this handy seasonal checklist to keep your home in good shape! Remember that you may need a professional to help you handle certain tasks.

## SPRING

### Yard/exterior structure

- |                                                                                                                                        |                                                                                                                              |
|----------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Confirm that water drains away from the house.                                                                | <input type="checkbox"/> Check that the chimney, valley, plumbing vent, and skylight flashing are intact and free of debris. |
| <input type="checkbox"/> Check for pests (rodents, roaches, termites, bats).                                                           | <input type="checkbox"/> Check for leaks at window and door sills.                                                           |
| <input type="checkbox"/> Check the roof's condition, and check for leaks. Check for peeling paint (potentially caused by water damage) | <input type="checkbox"/> Ensure that exhaust ducts are clear.                                                                |
|                                                                                                                                        | <input type="checkbox"/> Clean gutters and downspouts.                                                                       |
|                                                                                                                                        | <input type="checkbox"/> Clean the dryer vent.                                                                               |

### Interior walls

- |                                                                    |                                                  |
|--------------------------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Confirm smooth door and window operation. | <input type="checkbox"/> Check for water damage. |
|--------------------------------------------------------------------|--------------------------------------------------|

### Plumbing, appliances, fixtures

- |                                                                            |                                                                                               |
|----------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Check water systems, drains, and traps for leaks. | <input type="checkbox"/> Consult a specialist to clean air conditioning coils and drain pans. |
| <input type="checkbox"/> Check bath and kitchen fans' operation.           | <input type="checkbox"/> Clean dehumidifier coils, and check operation.                       |
| <input type="checkbox"/> Clean dryer vents and screens.                    | <input type="checkbox"/> Clean kitchen range hood screens (as needed).                        |
| <input type="checkbox"/> Clean exhaust fan outlets and screens.            |                                                                                               |

Source: Fannie Mae.  
Checklist is for educational purposes only.

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### Plumbing, appliances, fixtures

- ☐ Check for frayed or damaged cords.
- ☐ Test smoke and carbon monoxide alarms.

- ☐ Test outlets for proper hot, neutral, and ground.
- ☐ Test ground fault interrupters.

### HVAC filters

- ☐ Replace in air conditioner (central air Minimum Efficiency Reporting Value [MERV] 8).

- ☐ Replace in dehumidifier (if applicable).

### Basement/crawlspace

- ☐ Confirm there are no wet surfaces or puddles.
- ☐ Confirm that the floor drain is working.
- ☐ Vacuum basement surfaces.

### Garage

- ☐ Check for pests.
- ☐ Check for water damage.
- ☐ Confirm proper fuel can storage.
- ☐ Confirm proper function of garage door safety shutoff.

### Attic

- ☐ Confirm fans exhaust to the outdoors. (Check ductwork connections.)

## FALL

### Yard/exterior structure

- ☐ Check for pests.
- ☐ Check attic vents.
- ☐ Check for clear exhaust ducts.
- ☐ Clean gutters and downspouts.

- ☐ Remove leaves.
- ☐ Clean the dryer vent.
- ☐ Drain outdoor faucets and hoses.
- ☐ Repair broken or cracked glass.

### Interior walls

- ☐ Confirm smooth door and window operation.

- ☐ Check for water damage.

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## Plumbing, appliances, fixtures

- ☐ Check water systems, drains, and traps for leaks.
- ☐ Check washer and dishwasher hose connections.
- ☐ Check toilet supply and shutoff valves.
- ☐ Check the shower-tub area for damage.
- ☐ Clean refrigerator drip pan-icemaker connections.
- ☐ Clean outdoor air intakes and screens.
- ☐ Consult a specialist to clean and tune furnaces, boilers, and hot water heaters.
- ☐ Consult a specialist to clean and tune ovens and ranges.
- ☐ Clean the septic tank (every two years).

## Electrical

- ☐ Check for frayed or damaged cords.
- ☐ Check smoke and carbon monoxide alarms.

## HVAC filters

- ☐ Replace warm air furnace filter (Minimum Efficiency Reporting Value [MERV] 8).
- ☐ Check outdoor air to return to heat recovery ventilation.

## Basement/crawlspace

- ☐ Confirm that there are no wet surfaces or puddles.
- ☐ Check that the sump pump and valve are working
- ☐ Check for pests.

## Garage

- ☐ Confirm proper fuel can storage.
- ☐ Confirm proper function of garage door safety shutoff.
- ☐ Check for pests.

## Attic

- ☐ Check for pests.
- ☐ Check for water damage.
- ☐ Confirm that insulation is installed.

## WINTER

### Exterior Structure

- ☐ Check for icicles, which could be a symptom of heat escaping from your home.
- ☐ Check for ice in high-traffic areas, like walkways and driveways.

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