

# SPRING

## INTERIOR

- Change furnace filter.
- Replace batteries/test carbon monoxide and smoke detectors.
- Deep clean whole house.
- Check sump pump for proper functionality.
- Schedule HVAC system checkup/service and good time to clean ductwork.
- Inspect plumbing pipes, ceilings, and under-sink cabinets for any signs of water. Check faucets for drips and the flappers inside toilets for a tight seal.
- Clean windows and door screens.
- Inspect sink, shower, and bath caulking for deterioration.

## EXTERIOR

- Have A/C inspected.
- Check house and electric lines for any interference from foliage.
- Check water drainage and correct grading or settling to keep water away from house.
- Complete general spring cleanup around the property.
- Inspect trees.
- Water, fertilize, aerate, and overseed lawn as needed.
- Inspect all gutters and clean as needed for proper drainage and confirm gutter extensions are down to keep water away from foundation.
- Inspect exterior paint and touch up or paint as needed.
- Power wash the exterior of the house and windows.
- Power wash deck and treat as needed with sealer.
- Have the pump and septic tank inspected.
- Repair or replace caulking and weather stripping around windows, doors, and mechanicals.
- Check all windows and sliders with tracks to make sure they are clean so all weep holes function properly.

# SUMMER

## INTERIOR

- Change furnace filter.
- Make sure no outlets or extension cords are overloaded with electronics.
- Ensure your dryer vent is clean of all lint inside and out.
- Vacuum refrigerator coils.
- Inspect for insect activity and treat as needed.
- Change direction of ceiling fan to counterclockwise to push the air down.
- Change settings on humidifier to summer.

## EXTERIOR

- Check the roof for any leaks and make sure all penetrations are sealed.
- Raise lawnmower to the highest settings to keep grass healthy.
- Water plants and foliage.
- Test irrigation system for leaks and confirm all heads are spraying correct pattern.
- Water yard with sprinkler as needed if no irrigation system in place and fertilize (4-6 step program).
- Hose off A/C coils on outdoor unit.
- Lubricate garage door hinges, tracks, rollers, springs, and chains.
- Check all windows and sliders with tracks to make sure they are clean so all weep holes function properly.

# FALL

## INTERIOR

- Change furnace filter.
- Replace batteries/test carbon monoxide and smoke detectors.
- Have HVAC inspected.
- Check windows and doors for drafts.
- Have the dryer vent inspected and cleaned at least once a year.
- Change ceiling fan direction (fall and winter – clockwise direction).

## EXTERIOR

- Winterize A/C unit and prepare heating.
- Turn humidifier OFF when we have drastic temperature drops. Plan to adjust the humidifier BEFORE the drastic temperature change**
- Turn off and flush outdoor water faucets and disconnect all hoses & timers from spigots if the temperature is going to drop below 40 degrees.**
- Check fireplace for damage/hazards and bird nests on any vents on the exterior of the house.
- Clean out gutters after all leaves have fallen from trees.
- Schedule irrigation company to blow out system. Plan to have this scheduled BEFORE the temperatures drop.**
- Aerate and overseed lawn.
- Inspect roofing for missing, loose, or damaged shingles and leaks.
- Inspect exterior door hardware; fix squeaky handles and loose locks if needed.
- Check exterior doors for gaps between door and threshold to prevent air leakage. Adjust threshold as needed.
- Check all exterior penetrations and reseal using proper sealant as needed.
- Seal all cracks or control joints in concrete.
- For the last mow of the season, drop the mower deck and cut the lawn shorter to prevent snow mold and other turf issues.

# WINTER

## INTERIOR

- Change furnace filter.
- Change the setting on humidifier to winter settings.
- Change direction of ceiling fans.
- Turn furnace FAN to the ON setting to circulate air in the house.
- When below freezing temperatures, open under sink cabinet doors if located near exterior walls. This will help reduce the risk of frozen water lines.
- Raise and open all window treatments (blinds/drapes) to allow warm air flow to hit the window to reduce condensation.

## EXTERIOR

- Ensure sidewalks and driveways are always clear of ice and snow.
- ! DO NOT USE ICE MELT ON ANY CONCRETE.**
- Inspect the exterior of home regularly.
- Inspect for ice dams in gutters and install heat tape or use roof rake to keep snow off roof as much as possible.
- Consider a generator for any power outages (power up every three months and have services as needed once/twice a year). Don't let fuel sit inside the tank when not in use.



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