

# HOME MAINTENANCE CHECKLIST

## FOUNDATION: Basement, Exterior Walls

- Check basement for dampness and leakage after wet weather
- Check foundation walls, steps, retaining walls, walkways, patios, driveways garage floors, etc. for cracks, heaving and crumbling
- Check chimneys for loose and missing mortar
- Maintain grading sloped away from foundation walls

	Periodically	Spring	Fall	Annually
Check basement for dampness and leakage after wet weather	X			
Check foundation walls, steps, retaining walls, walkways, patios, driveways garage floors, etc. for cracks, heaving and crumbling		X		
Check chimneys for loose and missing mortar		X	X	
Maintain grading sloped away from foundation walls				X

## ROOFS & GUTTERS: To prevent leaks, condensation, seepage and decay

- Check for damaged, loose or missing shingles
- Check for leaking, misaligned or damaged gutters and downspouts
- Clean gutters, leaders, strainers, window wells and drains
- Cut back tree limbs growing on or over roof
- Check antenna supports for sturdiness and possible source of leakage
- Check flashings around roof stacks, vents, skylights and chimneys for leakage
- Check vents, louvers and chimneys for birds's nests, squirrels and insects
- Check fascias and soffits for paint flaking, leakage and decay

Check for damaged, loose or missing shingles		X	X	
Check for leaking, misaligned or damaged gutters and downspouts		X	X	
Clean gutters, leaders, strainers, window wells and drains	X			
Cut back tree limbs growing on or over roof			X	
Check antenna supports for sturdiness and possible source of leakage				X
Check flashings around roof stacks, vents, skylights and chimneys for leakage		X	X	
Check vents, louvers and chimneys for birds's nests, squirrels and insects		X	X	
Check fascias and soffits for paint flaking, leakage and decay		X		

## EXTERIOR WALLS: To prevent paint decay and moisture penetration

- Check surface for paint flaking
- Check siding, shingles and trim for damage, looseness, warping and decay
- Check exterior masonry walls for cracks, looseness, missing or broken mortar
- Cut back and trim shrubbery against sidewalls

Check surface for paint flaking		X		
Check siding, shingles and trim for damage, looseness, warping and decay	X			
Check exterior masonry walls for cracks, looseness, missing or broken mortar		X		
Cut back and trim shrubbery against sidewalls		X	X	

## DOORS AND WINDOWS: To prevent air and weather penetration

- Check caulking for decay around doors, windows, corner boards, joints
- Check glazing putty around windows
- Check weatherstripping

Check caulking for decay around doors, windows, corner boards, joints			X	
Check glazing putty around windows			X	
Check weatherstripping			X	

## ELECTRICAL: To ensure safe electrical performance

- Determine location of electrical panel box
- Trip circuit breakers every six months
- Ground fault interruptors monthly
- Label each circuit
- Check condition of lamp cords, extension cords and plugs;replace as necessary

Determine location of electrical panel box				
Trip circuit breakers every six months	X			
Ground fault interruptors monthly	X			
Label each circuit	X			
Check condition of lamp cords, extension cords and plugs;replace as necessary	X			



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