

# The Homeowner's Yearly Checklist



## JANUARY

Monthly	<input type="checkbox"/>	HVAC: Vacuum & Dust
	<input type="checkbox"/>	Garbage Disposal: Crush ice (sharpen the blades), baking soda & citrus fruit rinds (freshens)
	<input type="checkbox"/>	Range Hood Fan: check & clean
	<input type="checkbox"/>	Plumbing: Check for leaks on supply lines to sinks & toilets
Semi-Annual	<input type="checkbox"/>	Electrical: Clean circuit breaker
	<input type="checkbox"/>	Plumbing: Clean main water line shutoff valve (exterior)
	<input type="checkbox"/>	Kitchen Cabinets: Clean & Polish
Annual	<input type="checkbox"/>	Stove & Oven: Clean
	<input type="checkbox"/>	Holiday Decorations: Organize, Pack & Put away

## FEBRUARY

Monthly	<input type="checkbox"/>	HVAC: Vacuum & Dust
	<input type="checkbox"/>	Garbage Disposal: Crush ice (sharpen the blades), baking soda & citrus fruit rinds (freshens)
	<input type="checkbox"/>	Range Hood Fan: check & clean
	<input type="checkbox"/>	Plumbing: Check for leaks on supply lines to sinks & toilets
Bi-Monthly	<input type="checkbox"/>	Window Blinds: Dust
	<input type="checkbox"/>	Ceiling Fans & Lighting Fixtures: Clean
Semi-Annual	<input type="checkbox"/>	Sinks, Shower & Tub: Repair grout around
	<input type="checkbox"/>	Doors: Tighten & lubricate bi-folding doors
	<input type="checkbox"/>	Electrical: Test & re-set all ground fault circuit interrupter receptacles, check all extension cords

## MARCH

Monthly	<input type="checkbox"/>	HVAC: Vacuum & Dust
	<input type="checkbox"/>	Garbage Disposal: Crush ice (sharpen the blades), baking soda & citrus fruit rinds (freshens)
	<input type="checkbox"/>	Range Hood Fan: check & clean
	<input type="checkbox"/>	Plumbing: Check for leaks on supply lines to sinks & toilets
Quarterly	<input type="checkbox"/>	Generator: Operational Check - Run for 20 minutes minimum
	<input type="checkbox"/>	Curtains: Clean & Vacuum

Semi-Annual		Fire Extinguisher: place near kitchen, check the charge
		Fridge: Vacuum behind, clean coils
		Baseboards & Doors: Clean & Touch-up for paint
		Smoke & Carbon Monoxide Detectors: Check batteries
		Electrical: Test & reset all ground fault circuit interrupter receptacles, check all extension cords
		Weatherstripping & Windows: Check all caulking for separations & cracks, re-caulk

## APRIL

Monthly		HVAC: Vacuum & Dust
		Garbage Disposal: Crush ice (sharpens the blades), baking soda & citrus fruit rinds (freshens)
		Range Hood Fan: check & clean
Bi-Monthly		Plumbing: Check for leaks on supply lines to sinks & toilets
		Window Blinds: Dust
Semi-Annual		Ceiling Fans & Lighting Fixtures: Clean
		House: Walk around looking for problems; paint, shingles, foundation, etc.
Annual		Doors: Tighten & lubricate bi-folding doors
		Air Conditioning: Schedule service appointment
		Lawn: Aerate & Fertilize
		Sprinkler System: Turn on, make adjustments & repairs
		Landscaping: After plants are established set back irrigation

## MAY

Monthly		HVAC: Vacuum & Dust
		Garbage Disposal: Crush ice (sharpens the blades), baking soda & citrus fruit rinds (freshens)
		Range Hood Fan: check & clean
Semi-Annual		Plumbing: Check for leaks on supply lines to sinks & toilets
		Tile: Seal the grout (do every 6 months)
Annual		Clothes Dryer: Check on vents & hoses for lint
		Deck: Apply preservative sealer, clean, repair, check bolts, tighten
		House: Hose down exterior
		Windows: Wash & clean sills, inside & out
	Landscaping: Plant annuals & perennials	

## JUNE

Monthly		HVAC: Vacuum & Dust
		Garbage Disposal: Crush ice (sharpens the blades), baking soda & citrus fruit rinds (freshens)
Bi-Monthly		Range Hood Fan: check & clean
		Plumbing: Check for leaks on supply lines to sinks & toilets
		Window Blinds: Dust
Quarterly		Ceiling Fats & Lighting Fixtures: Clean
		Curtains: Clean & Vacuum
		Fire Extinguisher: place near kitchen, check the charge
		Fridge: Vacuum behind, clean coils
		Garage: Remove old paints & flammables
	Fences: Repair & paint	
	Fridge: Test door tightness (use a dollar bill and pull it out of the fridge after closing the door on it)	

## JULY

Monthly		HVAC: Vacuum & Dust
		Garbage Disposal: Crush ice (sharpens the blades), baking soda & citrus fruit rinds (freshens)
		Range Hood Fan: check & clean
Semi-Annual		Plumbing: Check for leaks on supply lines to sinks & toilets
		Electrical: Clean circuit breaker
		Plumbing: Clean main water line shutoff valve (exterior)
		Kitchen Cabinets: Clean & Polish
Annual		Stove & Oven: Clean
		Garage: De-clutter & donate
		Artificial Plants: Clean

## AUGUST

Monthly		HVAC: Vacuum & Dust
		Garbage Disposal: Crush ice (sharpens the blades), baking soda & citrus fruit rinds (freshens)
		Range Hood Fan: check & clean
Bi-Monthly		Plumbing: Check for leaks on supply lines to sinks & toilets
		Window Blinds: Dust

Semi-Annual		Ceiling Fats & Lighting Fixtures: Clean
		Sinks, Shower & Tub: Repair grout around
		Doors: Tighten & lubricate bi-folding doors
Annual		Electrical: Test & re-set all ground fault circuit interrupter receptacles, check all extension cords
		Water Heater: Remove water heater residue following the manual
		Carpets: Clean

## SEPTEMBER

Monthly		HVAC: Vacuum & Dust
		Garbage Disposal: Crush ice (sharpens the blades), baking soda & citrus fruit rinds (freshens)
		Range Hood Fan: check & clean
Quarterly		Plumbing: Check for leaks on supply lines to sinks & toilets
		Curtains: Clean & Vacuum
		Fire Extinguisher: place near kitchen, check the charge
Semi-Annual		Fridge: Vacuum behind, clean coils
		Smoke & Carbon Monoxide Detectors: Check batteries
		Electrical: Test & rest all ground fault circuit interrupter receptacles, check all extension cords
Annual		Weatherstripping & Windows: Check all caulking for seperations & cracks, re-caulk
		Generator: Operational Check - Run for 20 minutes minimum
		A/C: Shut off, clean and cover til spring
		Garden: Rake leaves dispose of mulch
		Weatherstripping & Windows: Check all caulking for seperations & cracks, re-caulk
		Fridge: Test door tightness (use a dollar bill and pull it out of the fridge after closing the door on it)
	Heating: Have the heating system serviced (always do in fall)	

## OCTOBER

Monthly		HVAC: Vacuum & Dust
		Garbage Disposal: Crush ice (sharpens the blades), baking soda & citrus fruit rinds (freshens)
		Range Hood Fan: check & clean
Bi-Monthly		Plumbing: Check for leaks on supply lines to sinks & toilets
		Window Blinds: Dust
		Ceiling Fats & Lighting Fixtures: Clean
Semi-Annual		House: Walk around looking for problems; paint, shingles, foundation, etc.

Annual		Doors: Tighten & lubricate bi-folding doors
		Garden: Plant new trees and lay sod (good deals this time of year)
		Garden: Trim branches & shrubs
		Garden: Winterize perennials, clean annuals out
		Heater: Operational Check
		Sprinklers: Turn off and disconnect water hoses (before 1st freeze)
		Splash Blocks: Clean
		Hot Water heater: Drain & remove sediment (do in fall)

## NOVEMBER

Monthly		HVAC: Vacuum & Dust
		Garbage Disposal: Crush ice (sharpens the blades), baking soda & citrus fruit rinds (freshens)
		Range Hood Fan: check & clean
Semi-Annual		Plumbing: Check for leaks on supply lines to sinks & toilets
		Tile: Seal the grout (do every 6 months)
		Clothes Dryer: Check on vents & hoses for lint

## DECEMBER

Monthly		HVAC: Vacuum & Dust
		Garbage Disposal: Crush ice (sharpens the blades), baking soda & citrus fruit rinds (freshens)
		Range Hood Fan: check & clean
Bi-Monthly		Plumbing: Check for leaks on supply lines to sinks & toilets
		Window Blinds: Dust
		Ceiling Fans & Lighting Fixtures: Clean
Quarterly		Curtains: Clean & Vacuum
		Fire Extinguisher: place near kitchen, check the charge
		Fridge: Vacuum behind, clean coils
		House: Roof & exterior check