



Maintenance Checklist

REGULAR MAINTENANCE

- Examine heating/cooling air filters and replace or clean as necessary.
- Inspect and clean humidifiers or electronic air cleaners.
- If the house has hot water heating, bleed radiator valves.
- Clean gutters and downspouts. Ensure that downspouts are secure and that the discharge of the downspouts is directed away from the home. Remove debris from window wells.
- Carefully inspect the condition of shower enclosures. Repair or replace deteriorated grout and caulk. Ensure that water is not escaping the enclosure during showering. Check below all plumbing fixtures for evidence of leakage.

SPRING/FALL

- Examine the roof for evidence of damage to roof coverings, flashings, and chimneys.
- Look at the attic to ensure that roof vents are not obstructed. Check for evidence of leakage, condensation, or vermin activity. Level out insulation if needed.
- Trim back tree branches and shrubs to ensure that they are not in contact with the house or HVAC equipment.
- Inspect the exterior walls and foundation for evidence of damage, cracking, or movement. Watch for bird nest, vermin or other insect activity.
- Check exterior painted surfaces for paint flaking or paint failure.
- Survey the basement and/or crawlspace for evidence of moisture seepage and mildew odors, especially after wet weather.
- Look at overhead wires coming to the house. They should be secure and clear of trees or other obstructions.
- Ensure that the grade of the land around the house encourages water to flow away from the foundation.
- Inspect all driveways, walkways, decks, porches, and landscape components for evidence of deterioration, movement, or safety hazards.
- Clean windows and test their operation. Improve caulking and weather-stripping as necessary. Watch for evidence of rot in wood window frames. Paint and repair windowsills and frames as necessary.
- Test all ground fault circuit interrupter (GFCI) devices.
- Drain exterior water lines, hose bibbs, sprinklers, and pool equipment in the fall.
- Inspect for evidence of wood-boring insect activity. Eliminate any wood piles near the perimeter of the home.
- Test the overhead garage door opener to ensure that the auto-reverse mechanism is responding properly.
- Replace or clean exhaust hood filters.
- Close crawlspace vents in the fall and open in the spring.

ANNUALLY

- Replace smoke detector batteries.
- Have the heating, cooling, and water heater systems cleaned and serviced.
- Have chimneys inspected and cleaned. Ensure that rain caps and vermin screens are secure.
- Clean and service humidifier.

*Thank You
for your Trust!*

*(301) 972-8531 (703) 777-5048
www.ProTec-Inspections.com*