

## VIC Home Maintenance Checklist



ANNUAL TASKS	SEASONAL TASKS	MONTHLY TASKS
<ul> <li>□ Replace batteries in smoke and carbon monoxide detectors, or replace them with 10-year lithium models as needed.</li> <li>□ Flush tank-style water heaters to remove sediment in bottom of tank; flush tankless water heaters with vinegar to descale.</li> <li>□ Check vent on water heater for buildup and damage.</li> <li>□ Clean water-heater burners, tank, and flue, per manufacturer's instructions.</li> <li>□ Ensure water heater is secured for seismic safety.</li> <li>□ Clear debris, refuse, or fallen insulation from crawl space.</li> </ul>	<ul> <li>Deep clean home, including tiles, grout, drains, ppliances, etc.</li> <li>Ensure that water is directed away from the foundation.</li> <li>For raised foundations, check ventilation screens and access door for damage.</li> <li>Wash door and window screens; caulk frames and trim as needed.</li> <li>Clean lint from dryer duct and dryer housing interior.</li> <li>Remove debris from roof and gutters, check for damage.</li> </ul>	<ul> <li>□ Inspect and test fire extinguishers.</li> <li>□ Test smoke and carbon monoxide detectors.</li> <li>□ Clean garbage disposal.</li> <li>□ Clean range hood and filter.</li> <li>□ Check sinks and toilets for signs of leaks.</li> <li>□ Ensure exterior doors, windows, and emergency exits operate easily, including locks.</li> <li>□ Change or clean HVAC filters.</li> </ul>
<ul> <li>Inspect fireplace for signs of creosote buildup and ensure the damper opens</li> </ul>	☐ Tighten and lubricate door locks, knobs, and hinges.	LONG-TERM TASKS
and closes fully.  Check outdoor chimney cap and spark arrestor; replace if missing or damaged.  Lubricate garage door springs.  Bleed radiators that are air-logged.  Clean refrigerator and freezer coils.  Seal tile and grout.  Update emergency preparedness kit.  Check gas connections on appliances for cracks.  Clean toilet siphon jets.  Re-seal decks, fences, and other outdoor woodwork.  Fill cracks and nail pops in walls.  Scrub walls, ceilings, and cabinets; touch up paint.  Calibrate oven temperature per manual instructions.  Inspect driveway and pathways for damage.  Test irrigation system and inspect sprinkler heads.  Wash outside windows and siding.  Touch-up exterior paint.  Repair insulation, weatherstripping, and address air leaks.  Hire professional to spray for bugs, including termites and ants.	<ul> <li>□ Look for mold and mildew in crawl space and basement.</li> <li>□ Inspect attic for leaks or signs of mold.</li> <li>□ Patch exterior cracks.</li> <li>□ Test home alarm system.</li> <li>□ Trim trees away from roof and gutters, and keep vegetation at least one foot away from the house.</li> <li>□ Test GFCI outlets to ensure they trip and reset.</li> <li>□ Clean and test bathroom and kitchen exhaust fans.</li> <li>□ Inspect washing machine water supply hoses for cracks, bulging or blisters; clean filter.</li> <li>□ Replace water purification filters as needed, according to manufacturer.</li> </ul>	Every 5-10 Years  Replace smoke and carbon monoxide detectors.  Hire professional to service HVAC. Paint the exterior.  Every 10-15 Years Replace hot water heater. Replace garage door opener, if needed.  Every 15+ Years Replace roof. Replace decks as needed. Install new HVAC units, if needed.