



Our Modified Maintenance Checklist from:



Exterior

- 🍏 Remove leaves and debris from gutters and downspouts.
- 🍏 Remove sand from drains and door exteriors. Patio drains and garage entry drains must be cleaned properly, removing all sand. Some drains are shared between houses; all owners must make sure they are cleaned out. Sand can build up rapidly. Sand drifts along building edges, doorways, garages and decks, must be removed. (Any native ground cover that you install around your house will aid in keeping the sand anchored.)
- 🍏 Pressure-wash wood siding to prevent mold.
- 🍏 Wash off the roof annually to maintain warranty.
- 🍏 Check the exterior paint for bare spots.
- 🍏 Inspect and replace exterior caulk.
- 🍏 Check window and door sills for leaks and caulk where necessary.
- 🍏 Clean HVAC unit.
- 🍏 Check the foundation.
- 🍏 Trim trees and bushes.
- 🍏 Remove noxious weeds, especially Scotch Broom.
- 🍏 Check the sprinkler system.
- 🍏 Check all decks for loose boards, railings, and stairs.
- 🍏 Inspect the condition of the roof.
- 🍏 Check window screens.
- 🍏 Check fences and gates.
- 🍏 Check the automatic garage door opener.
- 🍏 Check the latches on windows and doors. Exterior hardware and lighting must be cleaned; sand will cause these items to fail.
- 🍏 Inspect the grading around house to make sure that water drains away from the house on all sides.
- 🍏 Check outside walls for termite tubes and damaged wood.

Kitchen

- 🍏 Clean and seal tile and grout.
- 🍏 Check and fix leaky faucets.

Bathroom

- 🍏 Clean and seal tile and grout.
- 🍏 Make sure that all toilets are properly secured to the floor.
- 🍏 Check and fix leaky faucets and toilets.

Misc. Interior

- 🍏 Clean out ashes from the fireplace.
- 🍏 Replace the batteries in your smoke detectors.
- 🍏 Replace batteries in clocks.
- 🍏 Clean furnace ducts.
- 🍏 Change furnace filters.
- 🍏 Check doorframes for square-ness. Inspect door frames.
- 🍏 Check the main electrical panel for rust and/or water marks.
- 🍏 Test circuit breakers.
- 🍏 Inspect fire extinguisher.
- 🍏 Check walls for condensation and mildew.
- 🍏 Maintain a minimum temperature of 58°.

Must Have Items

- 🍏 Broom, mop, and vacuum.
- 🍏 Various cleaning solutions, including window cleaner, bleach, and disinfectant.
- 🍏 Plungers near each toilet.
- 🍏 Shovel and ice melt (sand or salt).
- 🍏 Hammer, screwdrivers (flat head and Phillips head), nails and screws, pliers, channel locks, and crescent wrench.
- 🍏 Teflon tape for quick plumbing repairs.
- 🍏 A tube of silicone.
- 🍏 Wood glue.
- 🍏 Liquid drain opener.
- 🍏 Extra batteries for smoke detectors and TV remotes.
- 🍏 Light bulbs, in all sizes and watts, including appliance bulbs.
- 🍏 Duct tape (there are millions of uses).
- 🍏 Extra furnace filters.
- 🍏 Spackle and trowel.
- 🍏 Touch-up paint (in a small jar clearly marked), paintbrush, or disposable sponge brush.