

Recommendations - Task or Maintenance Jobs

-----Regularly-----

Clean air filters/change spark plugs
Heat pump filters
Clean drains/around stoves/cabinet tops
Clean dryer vent
Check sump pump for operation
Clean behind refrigerator and coils
Change water filters and/or air filters
Run Generator or other equipment
Rotate backup gasoline supply
Test and/or replace Smoke detector/Carbon detector batteries

-----Miscellaneous-----

Check for proper caulking around tubs, windows and doors
Clean up and wax cabinet doors
Clean ceiling fan blades
Cleanouts such as garages/attics
Lower gutter cleaning
Clean garbage disposal
Clean rubber splash guards
Clean drains by removing debris
Clean kitchen exhaust fan filter
Trip GFCI outlets to test
Lubricate garage door springs
Realign doors and strike plates
Readjust bi-fold doors
Touch up paint where needed
Paint rusty radiators in bathrooms
Oil hinges/gaskets
Vacuum automobiles
Clean windows

-----Fall/Winter-----

Frost protection
Turn ceiling fans counter clockwise
Drain hoses and turn off exterior spigots
Weatherstripping
Storm window/door changeouts
Rodent deterrents and covering plants

-----Spring/Summer -----

Stain Decks
turn ceiling fans clockwise
AC window unit installs and filter cleaning
Replace/clean window screens
Clean window sills
Turn on exterior spigots

Pressure wash home and walkways