

HOMEOWNER RECOMMENDED MAINTENANCE SCHEDULE

MAINTENANCE ITEM	PURPOSE	FREQUENCY
AIR CONDITIONER	Start twice during winter months; keeps mechanical parts from sticking.	2Y
BATHROOM CAULK	Seal joints that are subject to being wetted; prevent leaks, dry rot, mold and mildew.	2Y
CERAMIC TILE GROUT	Seal grout with silicone based sealer; cracked grout should be caulked with a caulk specifically made for filling grout. Improves appearance, prevents leaks.	Y
CHIMNEY CLEANING	Removes build up of tar and creosote from the flue; prevents flue fires.	Y2
DECKS	By inspecting deck surfaces for cracks in coating, loose boards and surface sealers, minor maintenance and repairs extend deck life.	Y
DOORS	Vacuuming tracks and lubricating hinges and latches keeps operating parts smooth.	M/Y
DRAINAGE	Keep drains from backing up and flooding during the rainy season. Make sure debris is removed from ditches and swales. Maintain positive drainage away from buildings.	Y
DRYWALL (CRACKS AND NAIL POPS)	Set nails, caulk and paint. Improves appearance of finished interior wall surfaces.	Y
ELECTRIC (GFI TEST)	Safety of electrical circuits. Test GFI circuits (kitchen, bath, garage and outdoor) monthly.	M
FENCES (INSPECTION AND REPAIR)	Retains privacy and security. Prolongs life of fence. Wrought iron schedule is 4Y.	Y
FURNACE FILTER CHANGE	Helps remove dust and pollen from interior air; improves furnace efficiency; less energy consumption.	2Y
GARAGE DOOR SYSTEMS	Lubrication promotes smoother, less noisy operation; extends system life. Tighten keepers to avoid sag on one-piece doors.	2Y
GARBAGE DISPOSER	Fill with ice and operate. Cleans and sharpens.	M
GROUNDS	Inspect for pavement breaks, heaving sidewalks from tree roots, dry rot at decks and blockage of drainage system. Avoids more expensive repair costs.	Y
GUTTERS AND DOWNSPOUTS	Prevents overflow onto walls; prevents eave leaks; extends gutter life.	2Y
INSECT CONTROL	Detected and treated early will prevent structural damage; controls annoying pests. If found, treat monthly.	Y
IRRIGATION SPRINKLERS	Direct water spray properly. Eliminates excess watering, staining of exterior walls and dry rot of structures.	2Y
ROOF INSPECTION/MAINTENANCE	Detect and correct conditions that can lead to leaks and premature roof replacement. Be sure to read Chapter Four to learn the process for inspection and repair.	Y
SINK TRAP CLEANING	Avoids backups and plugged drains; promotes sanitation. Use only cleaners recommended by manufacturer.	4Y
TRIM AND SIDING	Caulking and painting keeps system water tight; improves appearance, extends major maintenance periods; reduces chances of mold and mildew.	Y
WATER HEATER (PARTIAL DRAIN)	Extends water heater life; provides more efficient operation; uses less energy.	Y
WINDOWS (TRACKS AND WEEP HOLES)	Keeps windows sliding freely. Avoids water standing in tracks and potential leaks.	2Y
WINDOWS (SEALS-DUAL PANE)	Appearance, broken seals reduce insulating ability. Replace when foggy.	Y

