



# HOME MAINTENANCE GUIDE

Taking care of your home doesn't have to be overwhelming; it just takes a little consistency. Just like a car needs oil changes, your home needs routine checkups to run efficiently and last longer.

In Florida, where heat, humidity, and storms can wear down a house quickly, regular maintenance is one of the best ways to protect your property and wallet. From changing filters to checking for moisture, these simple monthly, quarterly, and yearly tasks can help you prevent big problems, lower your bills, and keep your home running smoothly all year long.

Below, you'll find a list of essential maintenance tasks organized by how often they should be done: monthly, quarterly, and annually.

Each item includes a quick explanation of why it matters, so you know exactly what you're doing and how it helps protect your home. These small actions can make a big difference in preventing damage, saving money, and extending the life of your home's systems.

As a licensed home inspector, I don't just inspect homes for buying or selling; I also offer annual home maintenance inspections to help you catch issues early and keep your home in its best shape year after year.

👉 Visit [www.homeincheckfl.com](http://www.homeincheckfl.com) to schedule your annual home maintenance inspection today.



# HOME MAINTENANCE GUIDE

## MONTHLY MAINTENANCE

### **1. Check to replace or clean HVAC Air Filters.**

- Check HVAC filters monthly, especially during high-use seasons. Filters should be cleaned or replaced every 1-3 months.
- Maintains airflow efficiency, improves indoor air quality, and extends the life of the system

### **2. Test GFCI Outlets**

- GFCIs should be tested at least monthly by pressing the 'Test' and 'Reset' buttons.
- Ensures the outlets are functioning properly and can shut off electricity in case of ground faults

### **3. Inspect Smoke and CO Detectors**

- Test smoke and carbon monoxide detectors monthly and replace batteries as needed.
- Smoke alarms should be on every level of the home, outside sleeping areas, and inside each bedroom.
- CO alarms should be installed on each level of the home and outside sleeping areas.

### **4. Check for Leaks Under Sinks**

- Inspect to detect leaks, corrosion, or loose connections. Early detection can prevent water damage and mold.

### **5. Inspect drain traps for clogs and leaks.**

- Clogged or leaking drain traps can lead to slow drainage, unpleasant odors, and water damage under sinks.



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## MONTHLY MAINTENANCE (Cont)

### **6. Inspect the water softener system.**

- Salt should be at least half full and not hardened into one solid mass (called bridging).
- If there is a salt bridge, break it up gently and remove excess mushy salt if needed.

### **7. Visually Inspect Dryer Vent and Lint Trap**

- Dryer vents should be checked regularly, and lint should be removed after every use. A monthly inspection of the full vent line is ideal.
- Prevents fire hazards and improves drying efficiency.

### **8. Clean mineral deposits from faucets and showerheads.**

- Mineral buildup from hard water can clog faucet aerators and showerheads, reducing water pressure and flow.

### **9. Inspect and clean the dishwasher**

- Food debris, grease, and hard water minerals can build up in the filter, spray arms, and drain line, leading to poor performance, foul odors, and even clogs or leaks.



# HOME MAINTENANCE GUIDE

## QUARTERLY MAINTENANCE

### **1. Lubricate Garage Door Tracks and Hinges**

- Keeps garage door systems running smoothly and prevents noise or mechanical strain.

### **2. Run Water in Unused Drains**

- In guest bathrooms or basements, to prevent trap seals from drying out (which can allow sewer gases to enter).

### **3. Clean Exhaust Fans (Kitchen & Bath)**

- Remove dust buildup and maintain airflow efficiency.

### **4. Check and Clean Range Hood Filter**

- Grease buildup can cause poor ventilation and fire hazards.

### **5. Check and trim trees surrounding the home**

- Prevents damage from overhanging branches and limits pest access to the roof or attic



# HOME MAINTENANCE GUIDE

## ANNUAL MAINTENANCE

### **1. HVAC System Service by a Professional**

- Includes refrigerant check, coil cleaning, and system calibration.

### **2. Flush Water Heater**

- Removes sediment buildup and extends tank life.

### **3. Inspect and Clean Refrigerator Coils**

- Improves efficiency and reduces power consumption.

### **4. Inspect Roof, Gutters & Downspouts**

- Look for damage, clogs, or pooling water issues.

### **5. Perform Termite/WDO Inspection**

- Especially important in Florida and humid climates.

### **6. Inspect and Clean Dryer Vent Line**

- Beyond the lint trap, check and clean the full vent pipe to the exterior.

### **7. Replace the batteries of the Smoke and CO Detectors.**

- Ensures your smoke and carbon monoxide detectors are functioning correctly and providing the necessary protection for your home and family.

### **8. Check the trees surrounding the home for potential damage.**

- Overhanging branches can damage the roof, siding, or gutters, especially during storms or high winds.



# HOME MAINTENANCE GUIDE

## ANNUAL MAINTENANCE (Cont)

### **9. Check and re-caulk around windows, doors, siding joints, and other exterior openings**

- Re-caulking helps protect your home from moisture damage, improves energy efficiency, and keeps the building envelope sealed.

### **10. Inspect the attic for leaks and moisture.**

- Leaks and moisture in the attic can go unnoticed until they cause serious damage, including mold, wood rot, and insulation deterioration.
- Regular inspections help catch small roof or ventilation issues early before they become costly repairs.

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# HOME MAINTENANCE QUARTERLY CHECKLIST

|                                               | JAN-MAR | APR-JUN | JUL-SEP | OCT-DEC |
|-----------------------------------------------|---------|---------|---------|---------|
| 1. Lubricate Garage Door Tracks and Hinges.   |         |         |         |         |
| 2. Run Water in Unused Drains.                |         |         |         |         |
| 3. Clean Exhaust Fans (Kitchen & Bath).       |         |         |         |         |
| 4. Check and Clean Range Hood Filter.         |         |         |         |         |
| 5. Check and trim trees surrounding the home. |         |         |         |         |



# HOME MAINTENANCE ANNUAL CHECKLIST

YEAR: \_\_\_\_\_

|                                                                                         |  |
|-----------------------------------------------------------------------------------------|--|
| 1. HVAC System Service by a Professional.                                               |  |
| 2. Flush Water Heater.                                                                  |  |
| 3. Inspect and Clean Refrigerator Coils.                                                |  |
| 4. Inspect Roof, Gutters & Downspouts.                                                  |  |
| 5. Perform Termite/WDO Inspection.                                                      |  |
| 6. Inspect and Clean Dryer Vent Line.                                                   |  |
| 7. Replace batteries of the Smoke and CO Detectors.                                     |  |
| 8. Check trees surrounding home for potential damage.                                   |  |
| 9. Check and re-caulk around windows, doors, siding joints, and other exterior openings |  |
| 10. Inspect the attic for leaks and moisture.                                           |  |