

RECOMMENDED MAINTENANCE SCHEDULE*

Over time, these small, consistent check-ins protect your investment, maintain comfort and safety, and ensure your home continues to perform as it was designed to—year after year.

RECOMMENDED TOOLS:

6 ft. Step Ladder, Standard Hammer, Screwdriver Set (Phillips & Flathead or Multi-Bit, Adjustable Wrench, Utility Knife, Tape Measure, Level, Stud Finder, Flashlight or Headlamp, Plunger, Garden Hose

NICE TO HAVE:

Cordless Drill/Driver, Small Set of Drill Bits, Work Gloves, Buckets, Caulk Gun, Step Stool

MONTHLY MAINTENANCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
CLEAN GARBAGE DISPOSAL Flush with cold water regularly; grind ice monthly												
CLEAN SINK DRAINS AND WATCH FOR BUILDUP												
CHECK RANGE HOOD FILTER & CLEAN/REPLACE												
INSPECT BATHROOM & OTHER EXHAUST FANS												
INSPECT WASHING MACHINE HOSES FOR LEAKS												
CLEAN DRYER LINT TRAP & CHECK FOR LINT BUILDUP												
TEST SMOKE AND CARBON MONOXIDE DETECTORS												
CHECK HVAC & MINI SPLIT FILTERS, CLEAN OR REPLACE AS NEEDED												
RUN WATER IN INFREQUENTLY USED SINKS & SHOWERS TO HELP MAINTAIN TRAP SEALS												

*This checklist is meant to serve as a quick reference and helpful reminder. It is not a substitute for your official warranty manual, manufacturer's care guides, or detailed maintenance instructions. For complete guidance, please consult the appropriate warranty documents and product-specific materials.

QUARTERLY MAINTENANCE (4 TIMES PER YEAR)	1	2	3	4
CHECK TOILETS AND SINKS FOR EVIDENCE OF LEAKS				
CLEAN WINDOW AND SLIDING DOOR TRACKS, LUBRICATE IF RECOMMENDED				
INSPECT SCREENS (DOORS AND WINDOWS) FOR DAMAGE OR BUILDUP				
WATCH FOR SLOW DRAINS OR SIGNS OF DEVELOPING CLOGS				
EXAMINE CAULKING AROUND SINKS, TUBS AND SHOWERS, REAPPLY AS NEEDED				

SEMIANNUAL MAINTENANCE (2 TIMES PER YEAR)	1	2
CHANGE BATTERIES IN SMOKE/CO DETECTORS (1-2 TIMES PER YEAR)		
LUBRICATE DOOR HINGES AND LOCKS IF REQUIRED		
INSPECT ATTIC FOR MOISTURE, PESTS, AND INSULATION LEVEL		
CHECK DRYER VENT EXHAUST FOR VISABLE LINT BUILDUP		
INSPECT THRESHOLDS AND WEATHERSTRIPPING AT EXTERIOR DOORS, REPLACE IF NEEDED		
REVIEW OPERATION OF MAIN WATER SHUT OFF VALVE & ACCESSIBLE FIXTURE SHUT-OFF VALVES		

ANNUAL MAINTENANCE (1 TIME A YEAR)	1
SCHEDULE PROFESSIONAL HVAC & MINI SPLIT MAINTENANCE IN LINE WITH MANUFACTURER RECOMENDATIONS	
FLUSH WATER HEATER AND INSPECT PRESSURE RELIEF VALVE ONLY IF RECOMMENDED BY MANUFACTURER	
CLEAN ALL FAUCET AERATORS AND SHOWER HEADS TO HELP REMOVE MINERAL BUILDUP	
PROFESSIONALLY CLEAN CARPETS AS NEEDED BASED ON WEAR AND MANUFACTURER GUIDANCE	
FOLLOW COUNTERTOP MANUFACTURER'S CARE RECOMMENDATIONS. SOME SURFACES MIGHT NEED SEALED	
INSPECT EXTERIOR SIDING, PAINT, MASONRY, STUCCO, AND TRIM	
INSPECT CAULKING AROUND DOORS AND WINDOWS; REAPPLY AS NEEDED	
INSPECT CABINETS, HINGES AND DRAWER GLIDES, CLEAN WITH MILD SOAP AND WATER IF NEEDED	
INSPECT TILE GROUT & SEALANT IN WET AREAS. CLEAN, SEAL OR RE-CAULK AS NEEDED	
CLEAN WINDOW WEEP HOLES AND CONFIRM THEY REMAIN UNOBSTRUCTED	
INSPECT AND MAINTAIN GRADE DOOR SYSTEM, INCLUDING TESTING SAFETY SENSORS	
INSPECT GUTTERS AND DOWNSPOUTS & CONFIRM WATER IS DRAINING AWAY FROM THE HOME	
REVIEW GRADING AND DRAINAGE AROUND THE HOME AND CORRECT ANY MINOR OBSTRUCTIONS	