

Maintenance Items	Year 2	Year 3	Year 4	Year 5+
	Monthly	Monthly	Monthly	Monthly
Caulk-check and maintain caulk seals between counter tops, walls, and laminate seams	"	"	"	"
GFI receptacles - test breaker	"			
Smoke detectors - test, clean, and replace batteries as needed	"			
Furnace-replace return air filters	Every 2 Months	Every 2 Months	Every 2 Months	Every 2 Months
Ceramic tile and marble - check and maintain grout/caulk joints at all wet areas as well as shower surround seals/joints	Every 3 Months	Every 3 Months	Every 3 Months	Every 3 Months
Exterior doors - adjust thresholds	"	"	"	"
Gutters - clean downspouts and roofs, remove all debris	"	"	"	"
Overhead garage door and track - silicone all moving parts	"	"	"	"
Range hood charcoal filter - check/replace	"	"	"	"
Tub/shower pan and sinks-maintain caulk seal and hand-tighten pipes at traps under sinks	Every 6 Months	Every 6 Months	Every 6 Months	Every 6 Months
Air conditioning and heating system-inspect, clean and service by a professional	"	"	"	"
Dryer exhaust vent system-check connections, blockage, etc.	"	"	"	"
Exterior caulk-verify all seals are intact and functioning properly and reseal	"	"	"	"
Landscape-inspect and maintain the flow of all swales, culverts and drainage inlets/outlets	"	"	"	"
Windows-silicone tracks to aid in ease of operation	"	"	"	"
Washing machine hoses/connections-check for cracks, dry-rot, drips, etc	"	"	"	"
Brick weep-holes-clean and make sure they are clear	Once a Year	Once a Year	Once a Year	Once a Year
Exterior paint and caulk=assess paint and caulk on siding and repaint and recaulk as needed	"	"	"	"
Exterior siding and brick-pressure wash entire siding, brick, etc	"	"	"	"
Furnace flue-inspect and clean: use a qualified expert	"	"	"	"
Insulation-check to confirm that it is intact, and that all heating and air conditioning supply lines are secure	"	"	"	"
Overhead garage door track-tighten all nuts and bolts	"	"	"	"
Main water shut off-verify accessibility and that it is functioning properly	"	"	"	"