



Your #1 Real Estate Resource

HOME SERVICE CHECKLIST

Keeping your home in good working order not only contributes to your comfort and enjoyment, it is vital to maintaining the value of your property. Here is a handy checklist for bi-annual recommended routine maintenance.

CHECK AND REPAIR AS NEEDED:

Completed

Yes No Date

- _____ **Roof:** Check roof, around vents, skylights and chimneys for evidence of leaks, debris build-up, and rotting.
- _____ **Attic:** Check condition of insulation. Rule of thumb is that the attic should be 10 degrees warmer than the outside air.
- _____ **Gutters & Drain Pipes:** Clean gutters and drain pipes so leaves won't clog them and be sure they drain away from the house.
- _____ **Trees:** Trim trees and dead branches so they are not in contact with the house. If a tree looks unhealthy, consult with an arborist to see if the tree should be removed or can be saved.
- _____ **Siding & Paint:** Look for signs of deteriorating paint, cracks and holes in the house siding or paint.
- _____ **Windows & Doors:** Seal drafty doors and windows. Check for staining and dampness around window sills and look for failed window seals.
- _____ **Faucets & Toilets:** Check for leaks in kitchen and bathrooms.
- _____ **Filters:** Remember to clean or replace filters in accordance with manufacturer instructions. Check and clean dryer vent, air conditioner, stove hood, and bathroom fans regularly.
- _____ **Safety Equipment:** Test and replace batteries in smoke & carbon monoxide detectors and make sure fire extinguishers are in good working order.
- _____ **Hot Water Heater:** Make sure that the straps are secure.
- _____ **Heating System:** Have the heating system serviced when needed. Change filters.
- _____ **Air Conditioning System:** Have the air conditioning system serviced when needed. Change filters.
- _____ **Earthquake Safety Supply:** Refresh and replenish all perishable supplies and batteries

Inspected By: _____ Date: _____

If any problems arise, be sure to check your Home Warranty to see if it is covered. Please do not hesitate to give me a call if you ever have any questions or need a referral from our Preferred Vendor List.

Thank you for your loyalty, trust and support!