

Preventive Maintenance Checklist (1/2)

MONTHLY

Sink/Tub Stoppers and Drain Holes:

- Clean out debris.

Garbage Disposal:

- Flush with hot water and baking soda. Note: Lemon and Lime peels will remove that stinky order.

Water Softener:

- Check water softener salt drum and replenish salt if necessary.

Forced-Air Heating System:

- Change filters once a month if user's manual recommends fiberglass filters.

Extinguisher:

- Check that it's fully charged; recharge or replace if needed. If one is not installed recommend purchasing one for your home.

EVERY 2 MONTHS

Wall/Ceiling Registers:

- Clean grills.

Range Hood:

- Clean grease filter.

EVERY 3 MONTHS

Faucet:

- Clean aerator.

Tub Drain Assembly:

- Clean out debris; inspect rubber seal and replace if needed.

Floor and Outdoor Drain Grates:

- Clean out debris.

EVERY 6 MONTHS

Smoke Detector:

- Test batteries and replace if needed.

Toilet:

- Check for leaks and water run-on.

Interior Caulking:

- Inspect caulking around tubs, showers, and sinks. Replace any if it is deteriorating.
- All joints in ceramic tile, laminated plastic, and similar surfaces.

Forced-Air Heating System:

- Change semi-annually if user's manual recommends high efficiency pleated or HEPA-style filters.

Garbage Disposal:

- Tighten drain connections and fasteners. Repair weak areas; check for proper drainage and make repairs if needed.

Clothes Washer:

- Clean water inlet filters
- Check hoses and replace them if they are leaking.

Clothes Dryer:

- Vacuum lint from ducts and surrounding areas.

Wiring:

- Check for frayed cords and wires; repair or replace them as needed.

Range Hood:

- Wash fan blades and housing.

EVERY SPRING

Roof:

- Inspect roof surface, flashing, eaves, and soffits; repair if needed.

Gutters and Downspouts:

- Clean them out or install no-clean version. Inspect and repair weak areas
- Check for proper drainage and make repairs if needed.

Siding:

- Inspect and clean siding and repair if needed.

Exterior Caulking:

- Inspect caulking and replace any that is deteriorating.

Windowsills, Doorsills, Thresholds:

- Fill cracks, caulk edges, repaint; replace if needed.

Window and Door Screens:

- Clean screening and repair or replace if needed
- Tighten or repair any loose or damaged frames and repaint if needed

- Replace broken, worn, or missing hardware

- Tighten and lubricate door hinges and closers.

Plumbing System:

- Inspection for Hoses for leaks.
- Inspection for Water heater for leaks.
- Inspection for Faucets for leaks.

EVERY FALL

Gutters and Downspouts:

- Clean out. Inspect and repair weak points
- Check for proper

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