



SEASONAL CLEAN MAINTENANCE SCHEDULE

Owner: _____

Address: _____

City/State/Zip: _____

EXTERIOR	SPRING / / /	SUMMER / / /	FALL / / /	INITIALS
ROOF — inspect for missing or damaged shingles caused by snow, ice or severe weather. If damage is discovered, cover and schedule repair.				
GUTTERS — remove debris from gutters and downspouts. Repair any leaks along seams or corners with gutter sealant. Replace misaligned or damaged downspouts.				
DECK — power wash all debris and dirt from deck and reseal with deck sealer or stain paint.				
SIDING — power wash all debris and dirt from back masonite siding with environmentally friendly siding soap (limolene).				
EGRESS WINDOW WELLS — remove leaves & other debris from basement egress window wells and make sure water drains properly.				
CENTRAL AIR — power wash coil and cooling fins. Lubricating motor bushings & sleeves. Cover with protective cover in the fall and remove in the spring.				
DOORS & WINDOWS — inspect all caulking that seals gaps between windows and exterior doors. Remove loose or brittle caulk and refill with Vaulkum window & door caulk.				
FAUCETS & HOSES — drain outside facets and turn off at main water line in the fall and turn back on in the spring. Inspect all garden hoses and store in the fall & replace in the spring.				
SPRINKLER SYSTEM — close main water supply value and blow out water lines & sprinkler heads in the fall. Open sprinkler system water valve and inspect all sprinkler heads by cycling through each zone.				
GARAGE FLOOR & DRIVEWAY — power wash all dirt & grease from concrete or asphalt driveway. If asphalt, seal when necessary.				
PATIO FURNITURE — clean and store patio furniture in the fall and replace in the spring.				
INTERIOR	SPRING / / /	SUMMER / / /	FALL / / /	INITIALS
SMOKE & CARBON MONOXIDE DETECTOR — test both hardwire and battery units in the spring. Test hardware unit and change batteries in the fall.				
DRYER — blow out dryer exhaust vent and clean flexible pipe connecting dryer to wall vent. Clean both the dryers air inlet grids and lint screen compartment.				
DOORS & WINDOWS — remove, clean and store storm door & window screens in the fall. Replace in the spring.				
REFRIGERATOR — clean refrigerator coils.				
SHOWER, TUB & TILE — inspect all caulking that seals gaps between shower or tub enclosures, shower door and tiled wall joints. Remove loose or brittle caulk and refill with high quality silicone caulk.				
WATER HEATER — remove sediment from bottom of tank by draining hot water. Refill tank and test pressure valve to insure tank credibility. Check to make sure exhaust vent in not obstructed.				
ATTIC — inspect attic for signs of water damage, adequate insulation and proper ventilation. Check for signs of insects, birds, squirrels, etc. If present call pest control company.				