

Year-Round Maintenance

Just as with your body, the better shape you keep your home in, the longer she will last for you. By performing simple maintenance tasks on your home year-round, you prevent major problems from sneaking up on you and save yourself thousands of dollars in professional technician costs. Just a few hours a year will keep your house in good shape. Use the following checklist to maintain the appearance and prolong the life of your home.



PLUMBING SYSTEM

WHAT TO DO	WHEN	HOW TO DO IT
Check for leaks	Annually	Look for corrosion, vibration, slow leaks in faucets, outside faucets, valves, toilets, sinks, and drainpipes
Clean showerheads, aerators, and drain strainers	Annually or Semi-Annually	Soak in hot vinegar and use a sharp object to clean clogged openings
Test water heater relief valve	Annually	Lift valve handle, if water comes out, it's ok; if not, replace valve
Drain sediment from water heater	Annually	Draw out one gallon of water from the heater and dispose of
Open and close main and secondary water valves	Annually	To ensure all valves are working properly, open and close them
Protect outdoor faucets from freezing	Fall	Disconnect hoses and drain faucet
Adjust water heater temperature and pilot	Summer	Best done by a professional

ELECTRICAL SYSTEM

WHAT TO DO	WHEN	HOW TO DO IT
Inspect cords and plugs for water	Spring	Electrical cords become brittle with age. If you find damaged cords, dispose of them.
Switch main and secondary breakers on and off	Annually	This will help prevent corrosion.
Check receptacles, light switches, and ceiling fixture for loose parts.	Annually	Replace damaged or malfunctioning receptacles or light switches.
Test Ground Fault Circuit Interrupters	Annually	Most GFIs have a test button that trips a built-in circuit interrupter. Pressing reset button should return circuit to normal.
Have an electrician check fuse or breaker box	Annually	If you are having problems with blown fuses or breakers tripping frequently, schedule a time to have an electrician evaluate the problem and make a recommendation for repair.

HEATING & COOLING SYSTEMS

WHAT TO DO	WHEN	HOW TO DO IT
Have entire system cleaned and tuned professionally	Every two years for central heat and cool systems	Most heating and cooling technicians offer yearly or semi-yearly maintenance contracts.
Change or clean forced warm air furnace filter	As needed	A clogged filter can cause a myriad of problems. Check them often.
Check fan belts on warm air furnace	Summer	Loose belts can cause the system to squeak, or reduce fan speed.
Have ductwork professionally cleaned	Every 2-5 years	Ducts can harbor allergens that contributed to air borne allergies
Check registers for obstruction	Summer	Clear away rugs, furniture, or dust build up that might block the air flow
Clean humidifier	Summer	All are different, follow manufacturer's instructions