



# Getting Mortgage Ready

*Must Know Topics for Home Maintenance*

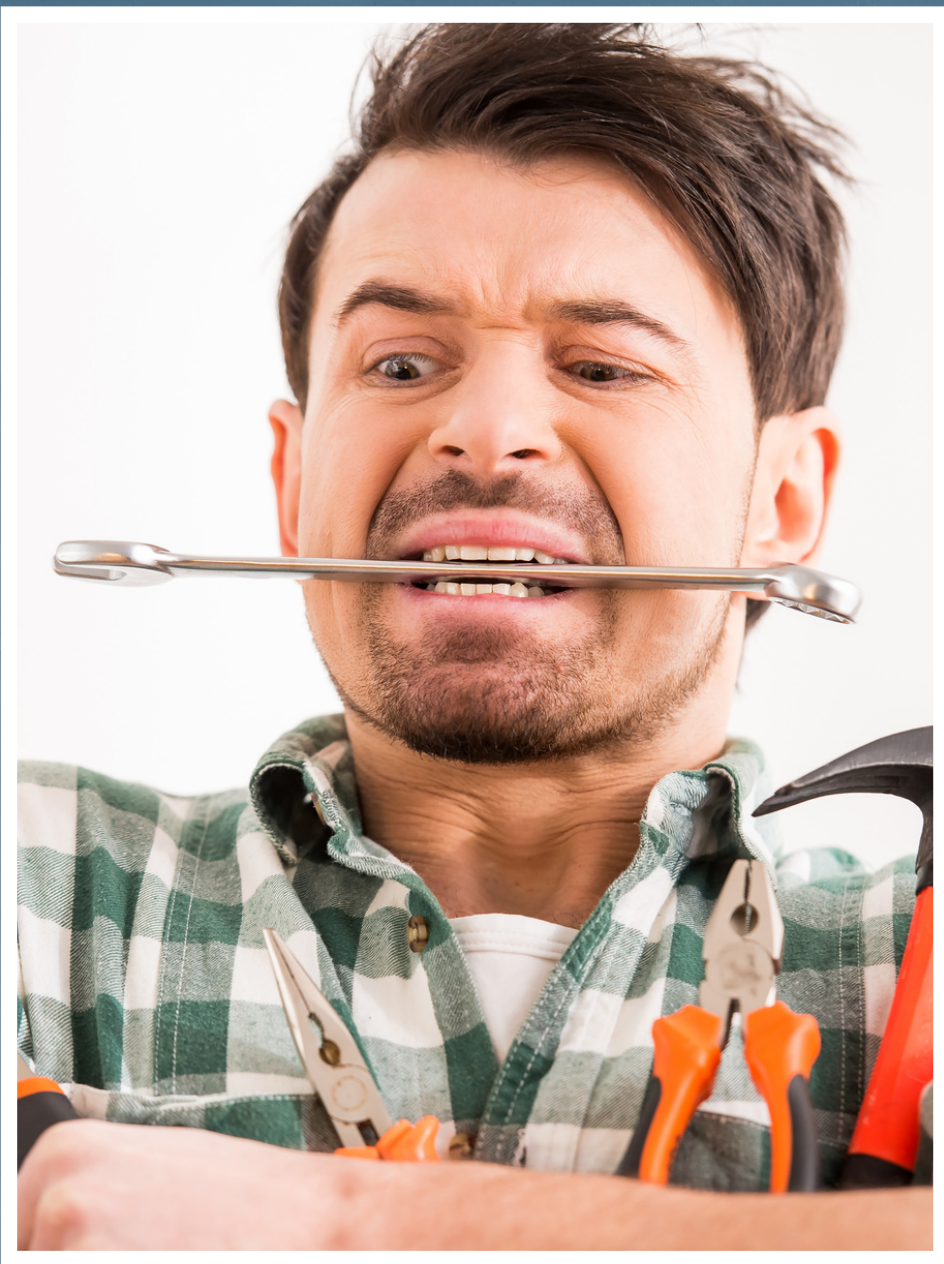


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# Introduction

Regular home maintenance is an important part of homeownership. Keeping an eye on your home's exterior, interior, HVAC, electrical, etc., will save you money in the long run and preserve your home's beauty. Use this home maintenance checklist to brush up on monthly & seasonal repairs and helpful upkeep techniques!



# Monthly Home Improvement Checklist

Stay on top of home upkeep by giving your home a thorough monthly inspection. Save time and money by completing these tasks:

- Remove dust build-up from your furnace filter to decrease energy bills and better regulate the temperature in your home.
- Clean the grills of your wall heaters.
- Remove mineral deposits by cleaning faucet aerators and shower heads.
- Inspect tub and sink drains for debris; unclog if necessary.
- Check the water softener; replenish salt if necessary.
- Test carbon monoxide detectors, fire extinguishers, and smoke alarms; replace if necessary.
- Check electrical cords for wear.
- Vacuum your heat registers and heat vents.
- Check indoor and outdoor air vents for blockages.
- Remove sediment accumulation in the water heater by flushing out the hot water.
- Grind ice cubes, then flush with hot water and baking soda to clean your garbage disposal.

# Seasonal Maintenance Musts

As the seasons change, so do your duties as a homeowner. Home upkeep is a year-round commitment. Make sure you tackle these seasonal maintenance tasks:

## Fall

- *Get the forced-air heating system inspected by a professional before the heating season gets into full swing.*
- *Clean fireplace flues; check for damage or hazards and/or have your fireplace professionally inspected.*
- *Inspect caulking around windows and doors; seal cracks and gaps with caulking or weather strips. Replace if necessary.*
- *Swap old windows for upgraded, energy-efficient models.*
- *Check roofing for missing, loose, or damaged shingles and leaks.*
- *Power-wash your home's windows and siding.*
- *Repair or replace siding.*
- *Rake leaves and aerate the lawn.*
- *Clear leaves from gutters and downspouts.*
- *Drain and winterize exterior plumbing.*
- *Clean your carpets.*
- *Remove lint from the dryer vent.*
- *Inspect exterior door hardware; fix doorknobs and locks if necessary.*
- *Drain and store hoses; drain in-ground sprinkler systems.*
- *Wrap insulation around outdoor faucets and pipes in unheated garages.*
- *Check the water heater for leaks.*



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## Winter

- Check the basement for leaks during thaws.
- **Clean refrigerator coils**, freezer coils, and drip trays.
- Clean drains in sinks, tubs, showers, and dishwashers.
- **Change ceiling fan blades to a clockwise motion.**

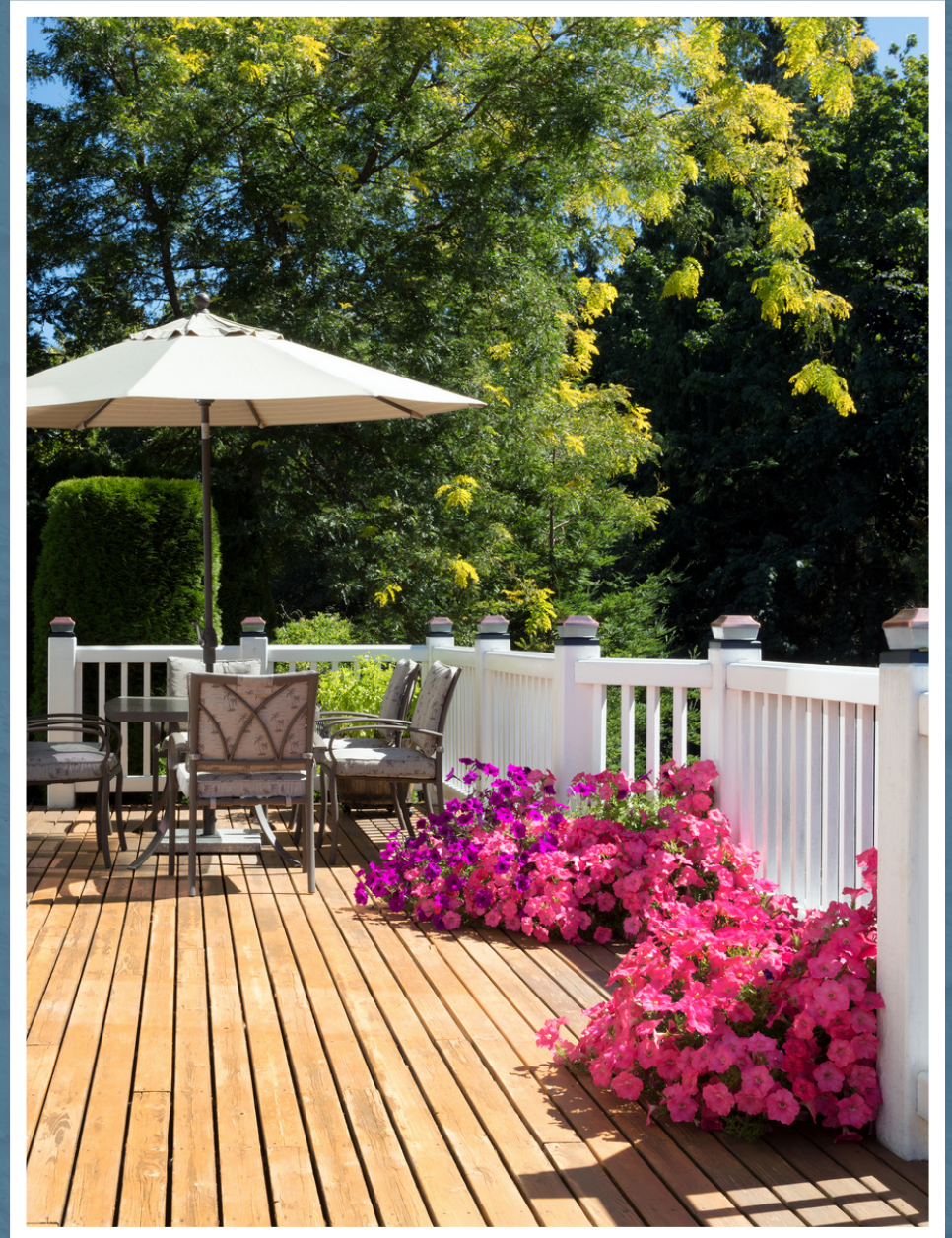


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## Spring

- Check roofing for missing, loose, or damaged shingles and leaks.
- **Change the air-conditioner filter.**
- Dust light fixtures and polish wooden furniture.
- Refinish your deck.
- Remove leaves and debris from gutters and downspouts.
- Replace the batteries in smoke and carbon monoxide detectors.
- Call a professional to inspect and pump your septic tank.
- Inspect sink, shower, and bath caulking for damage.
- Inspect the chimney for damage.
- Remove the insulation from outdoor faucets and check sprinkler heads.
- Get your HVAC system serviced.
- Drain or flush the water heater.
- Fertilize your lawn.



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## Summer

- Lubricate all garage workings, including your garage door opener and chain, garage door, and other door hinges.
- Remove lint from inside and outside washer hoses and dryer vents.
- Clean kitchen exhaust fan filter.
- **Clean refrigerator coils**, freezer coils, and drip trays.
- Check the dishwasher for leaks; repair if necessary.
- Scan kitchen cabinets, bathroom cabinets, and toilets for leaks; repair if necessary.
- **Change ceiling fan blades to a counterclockwise motion.**
- **Prune trees and shrubs.**



# Thank You!

*We Look Forward to Working With You!*



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