

OPAL Wild Rose Meadow Homes
HOMEOWNER GENERAL MAINTENANCE CHECKLIST -INTERIOR

MONTH	ITEM	COMPLETE	COMMENTS
JANUARY	Clean kitchen microwave/hood fan exhaust filters		
	Vacuum and clean under fireplace		
	Check outside exhaust for clean burn		
FEBRUARY	Test & reset all GFI outlets		
	Clean refrigerator condenser coils		
MARCH	Check, test and clean smoke alarms (every daylight savings time change)		
	Check for leaks under dishwasher, refrigerator, sinks & washing machine hoses		
APRIL	Vacuum out air intake on all wall heaters and check operation		
	Clean dryer vent, inspect & clean bath and laundry fans		
MAY	Inspect plumbing shutoff valves, repair or replace as necessary		
JUNE	Clean microwave/hood fan and exhaust filters		
	Check for leaks under dishwasher, refrigerator, sinks and washing machine hoses		

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MONTH	ITEM	COMPLETE	COMMENTS
JULY	Vacuum and clean under fireplace		
	Check outside exhaust for clean burn		
	Inspect and clean faucet aerators, shower heads, sink drains and overflows		
AUGUST	Test & reset all GFI outlets		
	Vacuum out air intake on all wall heaters and check operation		
	Check main electrical panel for moisture, rust and general operation of circuit breakers (keep three feet clearance in front of panel for emergency access)		
	Perform periodic maintenance on water heater (see page 19 of Noritz owners manual)		
	Inspect , clean and regulate all fuel burning appliances		
SEPTEMBER	Check, test and clean smoke alarms (every daylight savings time change)		
	Check for leaks under dishwasher, refrigerator, sinks & washing machine hoses		

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MONTH	ITEM	COMPLETE	COMMENTS
NOVEMBER	Check caulk in showers, baths, etc. and replace as necessary		
DECEMBER	Inspect and clean faucet aerators, shower heads, sink drains and overflows		
	Check for leaks under dishwasher, refrigerator, sinks and check washing machine hoses		

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HOMEOWNER GENERAL MAINTENANCE CHECKLIST -EXTERIOR**

MONTH	ITEM	COMPLETE	COMMENTS
MARCH	Check for tree limbs near or on roof		
	Check vents, louvers and chimneys for birds nests, squirrels, insects, etc. and clear as necessary		
	Trim shrubbery away from building		
	Check flashing around skylights, chimneys and all other roof penetrations for debris build up and leaks		
	Inspect crawl space for signs of excessive moisture and condensation		
	Inspect attic for displaced insulation and any signs of moisture		

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MONTH	ITEM	COMPLETE	COMMENTS
APRIL	Check exterior stained or painted surfaces and schedule re-painting or re-staining as per manufacturer's recommendations		
MAY	Clean gutters, downspouts and exterior site and yard drains		
JUNE	Check exterior cladding for splits, damage, rot, etc.		
	Clean all mildew areas on exterior surfaces		
JULY	Check for cracks and voids in masonry and concrete; repair as necessary		
AUGUST	Check any exposed caulking and weather stripping, replace as necessary		
	Maintain grading sloped away from building at: 1 inch per foot for 6 feet		
	Check around septic tank lids; notify Eastsound Sewer of any abnormal smells or seepage		

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SEPTEMBER	Check for tree limbs near or on roofs		
	Trim shrubbery away from building		
	Check vents, louvers and chimneys for birds nests, squirrels, insects, etc. ; clear as necessary		
	Check flashing around skylights, chimneys and all other roof and waterproof deck penetrations for debris build up and leaks		
	Check hose bibs for proper operation; drain and disconnect all hoses for freeze protection		
OCTOBER	Check all splash blocks to ensure water is directed away from house		