



## HOMEOWNER CHECKLIST

# Townhome seasonal maintenance checklist

Properly maintaining your home can help you avoid costly repairs. Use this handy seasonal checklist to keep your home in good shape. Remember that you may need a professional to help you handle certain tasks.

Your homeowners association (HOA) may handle some or all exterior maintenance tasks. To find out what exterior maintenance you're responsible for doing, check your community's covenants, conditions, and restrictions (CC&Rs).

### SPRING

#### **Yard/exterior structure (Note: Check your CC&Rs.)**

Confirm that water drains away from house.

Check for pests (rodents, roaches, termites, bats).

Check the roof's condition.

Check for peeling paint (potentially caused by water damage).

Check for leaks at window and door sills.

Clean gutters and downspouts.

Clean the dryer vent.

#### **Interior walls**

Confirm smooth door and window operation.

Check for water damage.

#### **Plumbing, appliances, fixtures**

Check drains for leaks.

Check bath and kitchen fans' operation.

Clean dryer vents and screens.

Clean dehumidifier coils, and check operation.

Clean kitchen range hood screens (as needed).





## Electrical

Check for damaged cords.

Test smoke and carbon monoxide alarms.

Test outlets.

## HVAC filters

Replace in air conditioner (central air Minimum Efficiency Reporting Value [MERV] 8).

Replace in dehumidifier (if applicable).

## If applicable ...

### Basement/crawlspace

Confirm that there are no wet surfaces or puddles.

Confirm that the floor drain is working.

Vacuum basement surfaces

### Garage

Check for pests.

Check for water damage.

Confirm proper fuel can storage.

Confirm proper function of garage door safety shutoff.

## Attic

Confirm fans exhaust to outdoors. (Check ductwork connections.)

## FALL

### Yard/external structure (Note: Check your CC&Rs.)

Check for pests.

Check attic vents.

Check for clear exhaust ducts.

Clean gutters and downspouts.

Clean the dryer vent.

Drain outdoor faucets and hoses.

Repair broken or cracked glass.

Remove leaves.





## Interior walls

Confirm smooth door and window operation.

Check for water damage.

## Plumbing, appliances, fixtures

Check water systems, drains, and traps for leaks.

Consult a specialist to clean and tune ovens and ranges.

Check the shower-tub area for damage.

Clean the septic tank (every two years).

## Electrical

Check for damaged cords.

Check smoke and carbon monoxide alarms.

## HVAC filters

Replace with Minimum Efficiency Reporting Value (MERV) 8 grade filters.

## If applicable ...

### Basement/crawlspace

Confirm that there are no wet surfaces or puddles.

Ensure the sump pump and valve are working.

Check for pests.

### Garage

Confirm proper fuel can storage.

Confirm proper function of garage door safety shutoff.

Check for pests.

## Attic

Check for pests.

Check for water damage.

Confirm that insulation is installed.

## WINTER

### Exterior structure

Check for icicles, which could be a symptom of heat escaping from your home.

Check for ice in high-traffic areas, like walkways and driveways.

This checklist is for educational purposes only.



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