



Annual Home Maintenance Checklist

Print this checklist to keep track of all the critical maintenance tasks to complete each season to keep your home in optimal condition.

01 Spring Home Maintenance Tasks

Complete these tasks in the spring, when the weather helps to uncover potential problems you need to address.

Task	Est. Time Required	Est. DIY Costs	Est. Pro Costs	Completed
Replace furnace filters (HVAC)	5 minutes	\$ 20+	\$ 160+	
Unwrap and inspect A/C unit (HVAC)	15 minutes	\$ 0	\$ 100+	
Check and clean range hood filters (HVAC)	30 minutes	\$ 0	n/a	
Power wash siding and visually inspect for cracks or holes / Inspect brickwork and stucco and repair cracks or holes (EXTERNAL)	120+ minutes	\$ 0	\$ 200+	
Replace weather-stripping around windows and doors + replace damaged door sweeps (EXTERNAL)	120+ minutes	\$ 0	\$ 200+	
Fill holes in foundation and around window and door frames (EXTERNAL)	30+ minutes	\$ 0	\$ 200+	
Lubricate garage doors (EXTERNAL)	30 minutes	\$ 15	\$ 500	
Inspect, re-seal and repair deck and fence (EXTERNAL)	30+ minutes	\$ 0	\$ 200+	
Visually inspect basement or crawlspace for moisture (FOUNDATION)	30 minutes	\$ 0	n/a	
Visually inspect roof (ROOF)	30+ minutes	\$ 0	\$ 150+	
Secure or replace loose or missing shingles, if needed (ROOF)	180+ minutes	\$ 150	\$ 1,000	
Clean and repair chimney (ROOF)	4 hours	\$ 200+	\$ 400+	

Inspect flashing, eavestroughs, gutters, fascia, bargeboard and note repairs (ROOF)	30+ minutes	\$ 0	\$ 200+	
Inspect and clean gutters and downspouts (ROOF)	120 minutes	\$ 0	\$ 500	
Replace the batteries for all fire alarm, carbon monoxide and radon gas detectors (SAFETY)	30 minutes	\$ 25	n/a	
Prune bushes and trees and regrade soil away from home to create good drainage (LANDSCAPING AND GRADING)	30+ minutes	\$ 0	\$ 200+	
Inspect driveway: Look for cracks, particularly where home foundation meets driveway (LANDSCAPING & GRADING)	60 minutes	\$ 30	\$ 100	
Replace mulch in plant beds and under trees and bushes (LANDSCAPING AND GRADING)	120+ minutes	\$ 30	\$ 50	
Clear dead plants away from house (LANDSCAPING & GRADING)	15 minutes	\$ 0	\$ 100	
Clean mould and mildew from window ledges and along foundation (LANDSCAPING & GRADING)	15+ minutes	\$ 20	n/a	
Check and repair hose bibs, faucets and sprinklers (LANDSCAPING & GRADING)	15 minutes	\$ 0	n/a	
Check plug covers: Look for water damage and discolouration. Call an electrician if damage is noticed (ELECTRICAL)	15 minutes	\$ 0	n/a	
Check all external and internal drains (PLUMBING)	30+ minutes	\$ 5	n/a	
Inspect sump pump, pit and float switch and remove debris (PLUMBING)	60 minutes	\$ 0	\$ 350+	
Remove leaves and debris from outside drains (PLUMBING)	30+ minutes	\$ 0	n/a	

The summer months let you catch up on outdoor maintenance and tackle internal tasks that are required to keep your home safe and secure.

Task	Est. Time Required	Est. DIY Costs	Est. Pro Costs	Completed
Replace furnace filters (HVAC)	5 minutes	\$ 20+	\$ 160+	
Vacuum refrigerator coils or grate (HVAC)	15 minutes	\$ 0	n/a	
Check all locks on doors and windows (SAFETY)	15 minutes	\$ 0	n/a	
Replace batteries in all carbon monoxide and smoke detectors (SAFETY)	5 minutes	\$ 20+	n/a	
Test all faucets (inside and out) and loo for leaks	15 minutes	\$ 0	n/a	
Repair exterior cladding, if necessary (EXTERNAL)	180+ minutes	\$ 100+	\$ 250+	
Power wash outside windows (EXTERNAL)	60+ minutes	\$ 0	\$ 250+	
Check screens on doors and windows and repair or replace, where necessary (EXTERNAL)	15 minutes	\$ 0	n/a	
Clean outdoor grill/fire pit (EXTERNAL)	30+ minutes	\$ 0	n/a	
Look for visible signs of vermin inside home or structures	15 minutes	\$ 0	n/a	
Inspect and clean outdoor lighting (ELECTRICAL)	15 minutes	\$ 0	n/a	
Inspect, repair or replace grout in all tiled areas of home (PLUMBING)	15 minutes	\$ 20	\$ 200+	
Check toilet bowl and tank for leaks (PLUMBING)	15 minutes	\$ 5	n/a	
Check all appliance hoses and connections and confirm that fittings are tight and no holes (PLUMBING)	30+ minutes	\$ 0	n/a	
Inspect and replace worn caulking around toilet bowl, sinks and bathtubs (PLUMBING)	15+ minutes	\$ 20	\$ 100	

Use the fall months to do a semi-annual overall home inspection and to complete tasks that let you prepare for the upcoming wet / cold winter months.

Task	Est. Time Required	Est. DIY Costs	Est. Pro Costs	Completed
Replace furnace filters (HVAC)	5 minutes	\$ 20+	\$ 160+	
Schedule an annual furnace inspection (HVAC)	60+ minutes	n/a	\$ 80+	
Clean out leaves from central A/C unit and cover / Winterize A/C unit (HVAC)	15+ minutes	\$ 0	\$ 150+	
Vacuum airgrates and electric baseboard heaters to remove dirt and debris (HVAC)	30+ minutes	\$ 0	\$ 40+	
Clean out lint traps, hood vents and grates (HVAC)	60+ minutes	\$ 0	n/a	
Cover and store outdoor furniture and tools (EXTERNAL)	60+ minutes	\$ 0	n/a	
Inspect flashing, eavestroughs, gutters, fascia, bargeboard and note repairs (ROOF)	30+ minutes	\$ 0	\$ 200+	
Inspect and clean gutters and downspouts (ROOF)	120 minutes	\$ 0	\$ 500	
Inspect chimney, confirm no blockages (ROOF)	30+ minutes	\$ 0	\$ 200+	
Prune bushes and trees and regrade soil away from home to create good drainage (LANDSCAPING & DRAINAGE)	30+ minutes	\$ 0	\$ 200+	
Add mulch to flower beds, under trees and to planters near foundation walls (LANDSCAPING & DRAINAGE)	30+ minutes	\$ 0	\$ 200+	
Apply fertilizer and seed to lawns (LANDSCAPING & DRAINAGE)	30+ minutes	\$ 0	\$ 150+	
Inspect and replace all external outlets and cords (ELECTRICAL)	30+ minutes	\$ 0+	n/a	
Check ground fault outlets (GFIs) by pushing the test/reset buttons (ELECTRICAL)	15+ minutes	\$ 0	n/a	

Check all electrical outlets with a circuit tester (ELECTRICAL)	15+ minutes	\$ 0	n/a	
Top-up floor drains with water (PLUMBING)	15+ minutes	\$ 0	n/a	
Disconnect external hoses and drain water from spigot (PLUMBING)	30+ minutes	\$ 0+	n/a	
Check the water heater's temperature - adjust so it's 120°F/48.9°C (PLUMBING)	15+ minutes	\$ 0	n/a	
Test sump pump (PLUMBING)	15+ minutes	\$ 0	n/a	

There are not as many winter maintenance tasks on the list, but you can use this time to keep an eye out for potential problem areas and add these tasks to your spring task list.

Task	Est. Time Required	Est. DIY Costs	Est. Pro Costs	Completed
Replace furnace filters (HVAC)	5 minutes	\$ 20+	\$ 160+	
Visual inspection of attic to confirm proper ventilation, no obstructions and adequate insulation (HVAC)	15+ minutes	\$ 0	n/a	
Visually inspect roof - look for ice damming or problem areas (ROOF)	30+ minutes	\$ 0	\$ 150+	
Check downspouts and gutters for ice-dams (ROOF)	30+ minutes	\$ 0	n/a	
Tighten handles, doorknobs, racks and hinges (SAFETY)	30+ minutes	\$ 0	n/a	
Check water heater: Correct temperature and if there are leaks (PLUMBING)	5 minutes	\$ 0	n/a	

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Monthly Home Maintenance Tasks

There are not as many winter maintenance tasks on the list, but you can use this time to keep an eye out for potential problem areas and add these tasks to your spring task list.

Task	Est. Time Required	Est. DIY Costs	Est. Pro Costs	Completed
Test CO ₂ & smoke detectors	15 minutes	\$ 0	n/a	<input type="checkbox"/>
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Bi-Annual Home Maintenance Tasks

Write down all the tasks that need to be completed every two to three years. This can include: professional furnace inspections, chimney cleaning or septic tank pumping.

Task	Est. Time Required	Est. DIY Costs	Est. Pro Costs	Completed
Repair gutters, fascia and soffits	1 day	\$ 200	\$ 500	<input type="checkbox"/>
Swap out old washers in faucets	1/2 day	\$ 25	\$ 250+	<input type="checkbox"/>
Pay for professional septic system inspections	1/2 day	n/a	\$ 350+	<input type="checkbox"/>
Pay for professional furnace inspection (every 2 years if furnace is 10 years old or newer; every year if furnace is 11 years or older)	2 hours	n/a	\$ 80+	<input type="checkbox"/>
Pay for professional chimney inspection and cleaning	4 hours	n/a	\$ 250+	<input type="checkbox"/>
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				<input type="checkbox"/>
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