



NEW HORIZON

DEVELOPMENT GROUP

MAINTENANCE CHECKLIST

Preserve and protect the lasting value of your new home by following your maintenance schedule throughout the year.

SPRING

MARCH

- Clean filters for Heat Recovery Ventilator (HRV) if applicable.
- Check sump pump (if installed).
- Inspect humidifier for leaks and set to appropriate setting.
- Clean range hood filter.
- Remove snow and ice from roof overhangs and vents.
- Ensure snow, ice or debris has not blocked exterior vents for dryer fans, furnace / water heater, HRV and fireplace(s).
- Test smoke alarms and carbon monoxide detectors.

APRIL

- Turn off humidifier. Shut off water supply valve and close damper.
- Inspect furnace filter. Clean or replace as necessary.
- Check water heater for leaks.
- Turn on exterior water supply.
- Plan landscaping to avoid soil settlement and water ponding.
- Check and reset exterior Ground Fault Circuit Interrupter (GFCI).
- Test smoke alarms and carbon monoxide detectors.

MAY

- Remove cover from A/C.
- Inspect A/C and turn on electrical breaker.
- Inspect furnace filter and replace if necessary.
- Clean out basement window wells (if applicable).
- Ensure ground slopes away from house.
- Check range hood filter and clean if necessary.
- Check caulking for air and water leaks.
- Check exterior finishes and paint where necessary.
- Weed the lawn as necessary.
- Test smoke alarms and carbon monoxide detectors.