



HOMEOWNERS CHECKLIST

Owning a home can be a lot of work. There are many things you need to remember to do to keep your home safe and comfortable for your family all year 'round. To help you, Xcalibur Services has created this convenient checklist. Just print it off, put it on your fridge, and use this list to remind you to complete these tasks each season.

SPRING	SUMMER	FALL	WINTER
<ul style="list-style-type: none"> <input type="checkbox"/> Clean gutters and downspouts. <input type="checkbox"/> Inspect roof for damaged shingles. <input type="checkbox"/> Touch up peeling paint. <input type="checkbox"/> Wash all windows, inside and out. <input type="checkbox"/> Install screens on windows and doors. <input type="checkbox"/> Service your lawn mower. <input type="checkbox"/> Fertilize your lawn. <input type="checkbox"/> Test smoke and carbon monoxide detectors. <input type="checkbox"/> Test your sump pump. <input type="checkbox"/> Dust blinds and vacuum curtains. <input type="checkbox"/> Inspect attic fan. <input type="checkbox"/> Have air conditioner inspected by an expert. <input type="checkbox"/> Test whole home generator. <input type="checkbox"/> Test panel circuit breakers. 	<ul style="list-style-type: none"> <input type="checkbox"/> Prune trees and shrubs. <input type="checkbox"/> Remove lint from dryer exhaust vent. <input type="checkbox"/> Uncover central air conditioner. <input type="checkbox"/> Install window air conditioners. <input type="checkbox"/> Change or clean heating, ventilating and air conditioning filters. <input type="checkbox"/> Clean kitchen appliances inside and out, including refrigerator coils. <input type="checkbox"/> Clear your drains with a drain-clearing solution. <input type="checkbox"/> Drain or flush water heater. <input type="checkbox"/> Test all homes GFCI receptacles. <input type="checkbox"/> Change all water filters. 	<ul style="list-style-type: none"> <input type="checkbox"/> Clean gutters and downspouts. <input type="checkbox"/> Inspect your roof for wear and tear. If the shingles are curling, buckling or cracking, replace them. <input type="checkbox"/> Check the flashing around skylights, pipes and chimneys. <input type="checkbox"/> Rake leaves and shred to use as mulch or dispose of them based on local guidelines. <input type="checkbox"/> Close or install storm windows. <input type="checkbox"/> Store outdoor furniture and cushions. <input type="checkbox"/> Turn off the valves to exterior hoses/faucets. (Run the water until the pipes are empty.) <input type="checkbox"/> Check windows and doors for weather-tightness. <input type="checkbox"/> Have furnace professionally inspected. <input type="checkbox"/> Check indicator lights on all homes surge protectors. <input type="checkbox"/> Test all homes GFCI receptacles <input type="checkbox"/> Change all water filters. <input type="checkbox"/> Test whole home generator. 	<ul style="list-style-type: none"> <input type="checkbox"/> Protect your central air conditioning unit with a cover, and remove and store window air conditioners. <input type="checkbox"/> Clean and store garden tools. <input type="checkbox"/> Move snow shovels and snow blowers to a convenient spot. Stock your ice melting compound to melt ice on walkways. <input type="checkbox"/> Change or clean furnace filters. <input type="checkbox"/> Clean kitchen appliances inside and out, including refrigerator coils. <input type="checkbox"/> Maintain clean drains by adding BioClean product. <input type="checkbox"/> Foundation - Check for moisture and cracks that are expanding inside and outside. <input type="checkbox"/> Clean out the chimney to remove buildup of flammable substances. <input type="checkbox"/> Water Heater - Drain the water heater until it is clear of sediment and refill with clean water.

		<input type="checkbox"/> Test circuit breakers. <input type="checkbox"/> Test smoke alarms and carbon monoxide detectors.	<input type="checkbox"/> Clean exhaust grill and fan blades.
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