

> HOME SERVICE CHECKLIST

IMMEDIATELY:

- Fix dripping faucets and toilet.
- Inspect roof for damage after windstorms.

ANNUALLY:

- Check fireplace damper and make sure it closes securely.
- Ensure fireplace damper hinges and handle works smoothly.
- Check fireplace flue for blockages. Clean if necessary.
- Check fireplace for broken or loose bricks. Repair if necessary.
- Inspect foundation for holes, cracks, improper drainage. Repair if necessary.
- Clean exterior surfaces, check for mildew, paint if necessary.
- Check roof for holes, cracks and rotting.
- Drain hotwater tank.
- Replace batteries in smoke detectors.
- Water foundations during dry summers.
- Inspect for pest infestations.



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