THE ULTIMATE HOME MAINTENANCE PLANNER

COPYRIGHT © 2019 THE SAVVY SPARROW. ALL RIGHTS RESERVED.

HOME MAINTENANCE

MAINTENANCE JOBS

MONTHLY

- O Change air/furnace filters
- O Test smoke and carbon monoxide detectors
- O Flush toilets and run water in bathrooms that are rarely used
- O Check gutters for ice blockages and icicles (during winter months)
- O Check gutters for leaves and debris
- O Clean garbage disposal
- O _____
- O _____

QUARTERLY

- O Inspect crawlspace/basement for water leaks or other moisture
- O Inspect and repair caulk in bathrooms and kitchen areas
- O Clean inside of refrigerator
- O Clean baseboards
- O Check showers/sinks for drainage issues; Repair drain blockages as needed
- O _____
- O _____

SEMI-ANNUALLY

- O Wash and rinse range hood with hot soapy water
- O Lubricate tracks of garage door
- O Clean insides of window tracks
- O Inspect weather stripping on doors and windows (Spring/Fall)
- O Deep clean all windows
- O Change batteries in smoke and carbon monoxide detectors
- O Flush out water heater to remove sediment
- O Have HVAC unit inspected (Spring/Fall)
- O Reverse direction of ceiling fan (Spring/Fall)
- O Clean gutters/downspouts by removing all leaves and debris
- O Check home for hazards (door/window locks, loose shelves and knobs, etc)
- O _____
- O _____

YEARLY

- O Pressure wash exterior of home including siding, windows, and decking
- O Check roof for leaks or damaged shingles
- O Clean out clothes dryer exhaust vent
- O Test auto-reverse function on garage door
- O Remove and rinse window screens
- O Winterize outdoor faucets
- O Get termite inspection
- O Have chimney cleaned and inspected
- O Deep clean all carpets
- O Aerate and seed your lawn (Fall)
- O Repair damage to window screens as needed
- O Vacuum refrigerator coils and clean refrigerator gaskets
- O Check fire extinguishers
- O _____
- O _____

COPYRIGHT © 2019 THE SAVVY SPARROW. ALL RIGHTS RESERVED.

HOME MAINTENANCE

MAINTENANCE CALENDAR

JANUARY

- O _____
- O _____
- O _____
- O _____
- O _____
- O _____
- O _____

FEBRUARY

- O _____
- O _____
- O _____
- O _____
- O _____
- O _____
- O _____

MARCH

- O _____
- O _____
- O _____
- O _____
- O _____
- O _____
- O _____

APRIL

- O _____
- O _____
- O _____
- O _____
- O _____
- O _____
- O _____

MAY

- O _____
- O _____
- O _____
- O _____
- O _____
- O _____
- O _____

JUNE

- O _____
- O _____
- O _____
- O _____
- O _____
- O _____
- O _____

JULY

- O _____
- O _____
- O _____
- O _____
- O _____
- O _____
- O _____

AUGUST

- O _____
- O _____
- O _____
- O _____
- O _____
- O _____
- O _____

SEPTEMBER

- O _____
- O _____
- O _____
- O _____
- O _____
- O _____
- O _____

OCTOBER

- O _____
- O _____
- O _____
- O _____
- O _____
- O _____
- O _____

NOVEMBER

- O _____
- O _____
- O _____
- O _____
- O _____
- O _____
- O _____

DECEMBER

- O _____
- O _____
- O _____
- O _____
- O _____
- O _____
- O _____

HOME MAINTENANCE

MAINTENANCE LOG

JOB DESCRIPTION	DATE COMPLETED

HOME MAINTENANCE

MAINTENANCE LOG

JOB DESCRIPTION	DATE COMPLETED

HOME MAINTENANCE

MAINTENANCE LOG

JOB DESCRIPTION	DATE COMPLETED

HOME MAINTENANCE

MAINTENANCE LOG

JOB DESCRIPTION	DATE COMPLETED

HOME MAINTENANCE

MAINTENANCE CONTACTS

Company Contact Person
Email Phone
Service Provided

Company Contact Person
Email Phone
Service Provided

Company Contact Person
Email Phone
Service Provided

Company Contact Person
Email Phone
Service Provided

Company Contact Person
Email Phone
Service Provided

Company Contact Person
Email Phone
Service Provided

Company Contact Person
Email Phone
Service Provided

Company Contact Person
Email Phone
Service Provided

Company Contact Person
Email Phone
Service Provided

HOME MAINTENANCE

MAINTENANCE RECEIPTS

SERVICE	COMPANY	DATE COMPLETED	COST

ATTACH MAINTENANCE RECEIPTS AND INVOICES HERE

HOME MAINTENANCE

WARRANTY LOG

Item Purchase Date

From Cost Expiration Date

Warranty Contact

Item Purchase Date

From Cost Expiration Date

Warranty Contact

Item Purchase Date

From Cost Expiration Date

Warranty Contact

Item Purchase Date

From Cost Expiration Date

Warranty Contact

Item Purchase Date

From Cost Expiration Date

Warranty Contact

Item Purchase Date

From Cost Expiration Date

Warranty Contact

Item Purchase Date

From Cost Expiration Date

Warranty Contact

Item Purchase Date

From Cost Expiration Date

Warranty Contact

Item Purchase Date

From Cost Expiration Date

Warranty Contact

ATTACH COPIES OF WARRANTIES HERE

HOME MAINTENANCE

PROJECT PLANNER

PROJECT:

Project Description:

Completion Date:

Total Budget:

Project Notes:

Materials List	Expected Cost	Actual Cost

Professional Services	Expected Cost	Actual Cost

Total Cost

COPYRIGHT © 2019 THE SAVVY SPARROW. ALL RIGHTS RESERVED.

HOME MAINTENANCE

PROJECTS TO DO

PROJECT	ESTIMATED COST	TARGET DATE

HOME MAINTENANCE

PAINT COLOR LOG

ROOM/ITEM	PAINT BRAND	COLOR NAME & FINISH	PAINT CODE

NOTES