

# GRIFFITH HOME ANALYSIS

## Maintenance Checklist

SECTION 1 OF 2

Maintenance Areas	Inspection	Annual	Fall	Spring	As Needed
<b>Roof</b>					
Check for tree limbs at roof or chimney edge.		X			
Check flashings for proper seal at pipe joints, chimney and siding ends.			X		
Check soffits & fascia for paint failure & wood rot		X			
Check condition of gutters & downspouts for leakage			X		
Clean gutters, downspouts & leaders			2X	X	
Check condition of masonry chimneys--cracks or leakage		X			
Check vents & louvers for bird nests & operation		X	X		
Evaluate overall roof condition		X			
Remove tree limbs in contact with roof or siding				X	
Have chimney cleaned & inspected by technician			X		
<b>Exterior</b>					
Check masonry for new cracks & loose joints		X			
Check siding & trim for cracks & loose joints		X		X	
Check paint surfaces for peeling or wood rot				X	
Check caulking at joints of siding & trim--no open gaps				X	
Check window glass glazing for loose glaze		X			
Check deck for movement at joists & seal wood deck boards		X			
Secure loose deck boards & check railings		X			
Check exterior surfaces for loose floor coverings, stair treads or railings		X			
<b>Grounds</b>					
Check window wells & storm drains		X			
Drain outside water lines & hoses (winter)				X	
Check driveways & walkways for cracks & deterioration				X	
Check wooden fences & out buildings for condition & decay				X	
Check retaining walls for new cracks (1/4" or more), bulging & leaning.		X			
Check grounds & downspout runoffs for water accumulation		X			
Check auto safety of garage doors & openers					monthly
Move firewood away from buildings					X
<b>Attic</b>					
Check for leakages & daylight visibility at flashings		X			
Check operation of vents & fans		X			
<b>Interior</b>					
Check for signs of leaks (stains, bulges) in ceilings or walls		X			
Check interior for loose floor coverings, stair treads or railings.		X			
Check all paint & natural finish surfaces for required repairs		X			
Check caulking around sinks, bathtubs, showers & at floor joints		X			

**Property Address:** 1508 Main Street, Birmingham AL,

**Report Prepared For:** Mr. and Mrs. Sample Report

# Maintenance Checklist

## SECTION 2 OF 2

Maintenance Areas	Inspection	Annual	Fall	Spring	As Needed
<b>Foundation</b>					
Inspect for evidence of termite/insect infestation (wood damage or mud tunnels) your pest inspector may be doing this currently		X			
Check grading to assure proper drainage from house		X			
Check for new cracks or settlement on walls (1/4" or any horizontal)		X			
Check basement for dampness and/or leakage in wet weather					after rain
Check caulk joints at wires & pipes entering foundation wall				X	
Check below bathroom floor/kitchen plumbing for leakage/drainage		X			
<b>Heating and Air</b>					
Check filters					Monthly
Change filters		4X			
Check condensate drain line for signs of leaks or overflow				X	
Have furnace serviced by technician			X		
Have A/C serviced by technician				X	
Check for stored items in contact with flue pipe		X			
<b>Plumbing</b>					
Remove sediment in water heater at drain		X			
Check condition of metal flue pipe (rust or openings)		X			
Check for leakage around water heater unit			X	X	
Shut off exterior faucets or insulate			X		
Check temperature of water heater					X
Clean dryer exhaust vent--change to metal if needed					X
Have septic tank serviced		X			
Check for flammables stored at heater, water heater, electrical panel		X			
<b>Electrical</b>					
Test smoke alarm--change batteries yearly			X		
Test carbon monoxide alarms					monthly
Note overheating electrical cover plates		X			X
Note oveating or sizzling at electrical panel		X			X
Note any unusual amount of breaker/fuse tripping					X
Test GFI receptacles (red button)					monthly
Test GFI breakers (yellow)		X			
Test Arc fault breakers (blue button)		X			

This checklist is provided as a minimum review of the major systems. **Additional maintenance and periodic review of the systems and structure will be needed on all homes.**

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