

HOW TO USE THIS CHECKLIST

The Spring Home Maintenance checklist is designed for you check on the condition and operation of key items within your home. To use the checklist, simply go room by room in your home and check on each item identified. Once you have checked the item, enter in the applicable box; a checkmark for an item that is ok, an N/A for items that are not applicable or an asterisk for items that require attention. Then use the Repair Notes and/or Questions section to write down any areas or items that require attention or that you have a question with.

BEDROOMS

DETAIL	Room			
	1	2	3	4
Check windows for signs of condensation and water leaks				
Test operation of windows (open, close and lock)				
Inspect screens for rips and tears				
Inspect electrical covers and switches (broken, damaged etc.)				
Check light switch and light fixture operation				
Check ceiling for damage or signs of water leaks				
Check walls and baseboards for damage or signs of water leaks				
Check flooring for signs of damage and wear				
Check doors for operation				
Check door knobs/handles for operation				
Check door knobs/handles lock for operation				

Repair Notes and/or Questions:

WASHROOMS

DETAIL	Rooms			
	1	2	3	4
Inspect windows for signs of condensation and water leaks				
Test operation of windows (open, close and lock)				
Inspect screens for rips and tears				
Inspect electrical covers and switches (broken, damaged etc.)				
Check light switch and light fixture operation				
Check ceiling for damage or signs of water leaks				
Check walls and baseboards for damage or signs of water leaks				
Check flooring for signs of damage and wear				
Check doors for operation				
Check door knobs/handles for operation				
Check door knobs/handles lock for operation				
Flush toilet and check for leaks at tank and base of toilet				
After flushing, toilet fills back up ok and shuts off when done				
Run faucets and check for signs of leaks				
Run faucets and check drain under counter for signs of leaks				
Check drains to ensure water drains quickly and smoothly				
Check operation of water shutoff valves under sink (Note: DO NOT force at all. If seized, they will need to be replaced)				
Run shower and/or bathtub and check for water leaks				
Check shower and/or bathtub drain to make sure water is draining				
Check shower and/or bathtub for missing grout and silicone				
Check drip rail on shower door				

Repair Notes and/or Questions:

KITCHEN

DETAIL	
Check windows for signs of condensation and water leaks	
Test operation of windows (open, close and lock)	
Inspect screens for rips and tears	
Inspect electrical covers and switches (broken, damaged etc.)	
Check light switch and light fixture operation	
Check ceiling for damage or signs of water leaks	
Check walls and baseboards for damage or signs of water leaks	
Check flooring for signs of damage and wear	
Check doors for operation	
Check door knobs/handles for operation	
Check door knobs/handles lock for operation	
Run faucets and check for signs of leaks	
Run faucets and check drain under counter for signs of leaks	
Check drains to ensure water drains quickly and smoothly	
Check operation of water shutoff valves under sink (Note: DO NOT force at all. If seized, they will need to be replaced)	
Check cupboard doors and drawers for alignments and operation	
Check hood vent operation	

Repair Notes and/or Questions:

SPRING HOME MAINTENANCE CHECKLIST

LIVING, DINING AND OFFICE AREAS

DETAIL	Rooms			
	1	2	3	4
Check windows for signs of condensation and water leaks				
Test operation of windows (open, close and lock)				
Inspect screens for rips and tears				
Inspect electrical covers and switches (broken, damaged etc.)				
Check light switch and light fixture operation				
Check ceiling for damage or signs of water leaks				
Check walls and baseboards for damage or signs of water leaks				
Check flooring for signs of damage and wear				
Check doors for operation				
Check door knobs/handles for operation				
Check door knobs/handles lock for operation				

HALLWAYS, STAIRS, FOYER

DETAIL	Rooms			
	1	2	3	4
Check windows for signs of condensation and water leaks				
Test operation of windows (open, close and lock)				
Inspect screens for rips and tears				
Inspect electrical covers and switches (broken, damaged etc.)				
Check light switch and light fixture operation				
Check ceiling for damage or signs of water leaks				
Check walls and baseboards for damage or signs of water leaks				
Check flooring for signs of damage and wear				
Check doors for operation				
Check door knobs/handles for operation				
Check door knobs/handles lock for operation				
Check railings to ensure they are not loose				

Repair Notes and/or Questions:

LAUNDRY AND MUD ROOMS

DETAIL	Rooms	
	1	2
Check windows for signs of condensation and water leaks		
Test operation of windows (open, close and lock)		
Inspect screens for rips and tears		
Inspect electrical covers and switches (broken, damaged etc.)		
Check light switch and light fixture operation		
Check ceiling for damage or signs of water leaks		
Check walls and baseboards for damage or signs of water leaks		
Check flooring for signs of damage and wear		
Check doors for operation		
Check door knobs/handles for operation		
Check door knobs/handles lock for operation		
Run faucets and check for signs of leaks		
Run faucets and check drain under counter for signs of leaks		
Check drains to ensure water drains quickly and smoothly		
Check operation of water shutoff valves under sink (Note: DO NOT force at all. If seized, they will need to be replaced)		
Check cupboard doors and drawers for alignments and operation		

GARAGE

DETAIL	Section		
	1	2	3
Check windows for signs of condensation and water leaks			
Check ceiling for damage or signs of water leaks			
Check walls for damage or signs of water leaks			
Check floor for damage, cracks, peeling etc.			
Inspect electrical covers and switches (broken, damaged etc.)			
Check light switch and light fixture operation			
Test garage door open/close operation			
Check weather stripping on bottom and around garage door			
Check for missing and loose bolts and screws on garage door			

Repair Notes and/or Questions:



SPRING HOME MAINTENANCE CHECKLIST

BASEMENT AND MECHANICAL ROOMS

DETAIL	Room			
	1	2	3	4
Check windows for signs of condensation and water leaks				
Test operation of windows (open, close and lock)				
Inspect screens for rips and tears				
Inspect electrical covers and switches (broken, damaged etc.)				
Check light switch and light fixture operation				
Check ceiling for damage or signs of water leaks				
Check walls and baseboards for damage or signs of water leaks				
Check flooring for signs of damage, wear and water damage				
Check doors for operation				
Check door knobs/handles for operation				
Check door knobs/handles lock for operation				
Check railings to ensure they are not loose				
Run faucets and check for signs of leaks				
Run faucets and check drain under counter for signs of leaks				
Check drains to ensure water drains quickly and smoothly				
Check operation of water shutoff valves under sink (Note: DO NOT force at all. If seized, they will need to be replaced)				
Check cupboard doors and drawers for alignments and operation				
Check main water shut off and plumbing for leaks				
Check breaker panel for any tripped breakers (Note: contact a licenced electrician if you see any potential issues)				
Check furnace(s) and drain line(s) for signs of leaks				
Check hot water tank(s) for leaks				
Check sump pump(s) for operation				

Repair Notes and/or Questions:

Questions? Need an Estimate?
Email us at info@bespokemaintenance.ca

Call / Text - (905) 601-3030
 Website - bespokemaintenance.ca
 Email - info@bespokemaintenance.ca

EXTERIOR

DETAIL	
Check vents to make sure they are not obstructed or damaged	
Check weather stripping on top, sides and bottom of exterior doors	
Check eaves troughs to make sure they are not missing or damaged	
Check to make sure all downspouts are connected	
Check to make sure downspouts are draining away from home	
Check caulking on doors and windows (ensure not missing / cracked)	
Check all paint to make sure it is not peeling or cracked	
Visually check roof to make sure there are no shingles missing	
Check foundation, bricks and siding for cracks and/or damage	
Check exterior wood trim, columns etc. for damage and/or rot	
Check deck for damaged, missing or rotten boards	
Check fence for missing or damaged posts and boards	
Check for signs of bird and other animal nests or damage	
Check walkways, patios to make sure water drains away from home	
Check yard to make sure water drains away from home	
Clean area around air conditioner	
Inspect driveway for cracks	

Repair Notes and/or Questions:



SPRING HOME MAINTENANCE CHECKLIST

SPRING HOME MAINTENANCE TO-DO LIST

DETAIL	
Test smoke alarms and change batteries (if applicable)	
Test carbon monoxide detectors and change batteries (if applicable)	
Change furnace filter	
Change or clean humidifier filter (if applicable)	
Change or clean heat recovery ventilator (HRV) filters (if applicable)	
Clean eaves troughs and check downspout drainage	
Clean exterior windows	
Check fire extinguishers	
Clean and seal decks and patios (if applicable)	
Clean and seal driveway (if needed)	
Seasonal furnace and air conditioner maintenance	
Vacuum refrigerator coils	
Vacuum freezer coils	
Clean dryer venting and exterior vent	
Turn on exterior faucets (Note: only if temperatures above freezing)	

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