



HOME MAINTENANCE CHECKLIST

- ✓ Fast
- ✓ Effective
- ✓ Efficient



THINGS TO LOOK AND CHECK FOR	DATE OF MAINTENANCE INSPECTION (6 MONTHLY)											
	/ /			/ /			/ /			/ /		
	OK	Check in 3 Months	Needs work soon	Must repair ASAP	OK	Check in 3 Months	Needs work soon	Must repair ASAP	OK	Check in 3 Months	Needs work soon	Must repair ASAP
ROOF/SPOUTING												
Loose fixings, ridges and flashings												
Holes, Rust, broken cracked tiles												
Blocked spouting and valleys												
Leaks, holes and leaking seals												
EXTERIOR WALLS												
Damaged cladding, impact damage, broken or rotten battens												
Vertical board damage where bottom edges touch soil, roof or deck												
Rot at joints between different materials and where can be trapped												
Gaps or opening of joints												
Uncoated weatherboards, particularly cracking												
Loose fixings, bricks, blocks, plaster												
Crumbling mortar between bricks												
Drumming sounds, cracks in plaster												
Evidence of movement/subsidence												
Wall or chimneys out of plumb												
Planks or boards out of line or level												
Loose window putties												
Corrosion of deck and post fittings												
Overflowing toilet cisterns, hot water cylinder drain pipes												
UNDERFLOOR												
Damp soil, wet surfaces, leaks & rot												
Disconnected waste pipes												
Leaking pipes												
Blocked drains or gully traps												
Blocked underfloor ventilation vents												
Leaking bath or shower												
Surface run off under house												
Sagging or broken structural timbers												
Tears or gaps in insulation												
Damaged or unsupported pipes												
Corroded metal fixings: tie wires, staples, nail plates and bolts												
Loose structural bolts, gaps between pile and bearer												
Cracks in concrete foundation walls												
Rotten timber piles												

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ROOF SPACE												
Condensation on roofing materials												
Wet or displaced insulation												
Extractor fan venting to roof space												
Leaks or water stains, condensation												
Corrosion of metal fittings or roofing												
Active fungal infestation												
Active borer infestation												
Sagging beams or rafters												
Evidence of mice, rats or birds												
Insecure header tank or HW cylinder												
INTERIOR												
Dampness, mildew, water stains												
Residual dampness, bubbling floor vinyl												
Failing paint, clear finishes, sagging ceilings												
Mouldy/lifting wallpaper, rot in frames												
Squeaky flooring, jammed windows, sticky doors												
BATHROOMS AND KITCHENS												
Lifting or loose tiles												
Rot in wet wall linings i.e. around tap or shower mixer/rose and along edges, cracked tiles or grout												
Degraded sealant around baths, tubs and basins, dripping taps												
DRIVEWAYS, PATHS, FENCING, RETAINING WALLS												
Cracks or subsidence in concrete												
Deteriorating edging, poor run off												
Block culverts or drains												
Rotting structural posts												
Timber palings in contact with ground												
SCHEDULED MAINTENANCE				ORDER OF PRIORITY (1= CRITICAL 4= WITHIN 6 MONTHS)								
	1	2	3	4	COMMENTS							
MAINTENANCE REPAIR PERSON	DATE CONTACT			DAYTIME TEL.	MOBILE	COMPLETE						

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