



Maintenance Schedule

Prepared by: [Your Name]

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This document outlines monthly inspections, repairs, and upkeep tasks to keep your home safe, functional, and appealing. Review the assigned tasks each month and contact us for any maintenance concerns or scheduling adjustments.

Month	Inspection Tasks	Repair Tasks	Upkeep Tasks
January	Inspect heating system Check for pipe leaks	Repair any cracks in walls	Clean gutters
February	Test smoke and CO2 detectors Inspect roof for damage	Fix loose roof shingles	Clean out dryer vent
March	Inspect basement for moisture Check sump pump	Seal basement cracks	Landscaping preparation
April	Check air conditioning system Inspect windows and doors	Repair any window seals	Clean windows
May	Inspect plumbing fixtures Check outdoor faucets	Repair any plumbing leaks	Mow lawn and trim bushes
June	Inspect driveway and walkways Check for pest infestation	Repair walkways	Treat lawn for weeds
July	Inspect attic ventilation Check insulation	Fix any insulation gaps	Maintain garden
August	Check for water	Repair or replace light	Touch up exterior paint

Scheduled Maintenance Guide 20model Year

Jicheng Xie



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