







Home Maintenance & Record Planner



CORIENNE DALLY

DESIGNER
SHOWROOM CONSULTANT
OWNER

-  319-202-2779
-  SHOWROOM@BEARCREEKDESIGNSTUDIO.COM
-  WWW.BEARCREEKDESIGNSTUDIO.COM
-  122 E WASHINGTON ST
MARENGO, IA 52301

Monthly Maintenance

January

- Replace furnace filter
- Watch for ice dams
- Flush uncommonly used toilets
- Shop for new home insurance
- Check outlets for damage & repair
- Check for leaks under sinks
- _____
- _____

February

- Watch for ice dams
- Deep clean appliances
- Check toilets for leaks
- Clean bathroom vent cover
- Flush water heater of sediment
- Inspect & service AC units
- _____
- _____

March

- Clean gutters
- Rake any remaining leaves
- Apply mulch to garden beds
- Apply perimeter bug repellent
- Prune bushes & trees
- Repair foundation vents
- _____
- _____

April

- Tune up your lawn mower
- Trim back trees & shrubs
- Fertilize lawn
- Repair garden equipment
- Clean lint from dryer venting
- Clean out garage/storage areas
- _____
- _____

May

- Reseed lawn
- Plan new annuals
- Clean windows
- Seal windows & doors
- Check dishwasher for leaks
- Clean range hood
- _____
- _____

June

- Replace furnace filter
- Clean & inspect chimney
- Clean patio or deck
- Vacuum refrigerator coils
- Set up garden watering system
- Power wash exterior of home
- _____
- _____

Monthly Maintenance

July

- Inspect crawl space
- Deep clean carpets
- Clear window wells of debris
- Put up blackout curtains
- Flush uncommonly used toilets
- Replace broken locks

August

- Get heating system checked
- Check for roof damage & leaks
- Clean & wash fencing
- Inspect yard for drainage issues
- Inspect sink & tub caulking
- Lubricate garage door & opener

September

- Seal gaps in windows & doors
- Repair damaged screens
- Repair broken/rotten siding
- Fertilize lawn
- Clean lint from dryer venting
- Check for ant & termite damage

October

- Check gutters for holes & cracks
- Inspect fire extinguishers
- Service generators
- Cover AC units
- Check that heat turns on
- Repair damaged masonry

November

- Deep clean floors to prevent mice
- Clean heating vents & registers
- Clear out garden beds
- Watch for ice dams
- Touch up indoor paint
- Clean faucet aerators

December

- Cut weeds down to prevent ants
- Test smoke alarms
- Watch for ice dams
- Reseal/refinish countertops
- Reseal tile grout
- Snake drains in sinks & showers

Seasonal Maintenance

Winter

- | | |
|--|--|
| <input type="checkbox"/> Replace furnace filter | <input type="checkbox"/> Cut weeds down to prevent ants |
| <input type="checkbox"/> Clean faucet aerators | <input type="checkbox"/> Deep clean floors to prevent mice |
| <input type="checkbox"/> Test smoke alarms | <input type="checkbox"/> Clean heating vents & registers |
| <input type="checkbox"/> Clean bathroom vent cover | <input type="checkbox"/> Snake drains in sinks & showers |
| <input type="checkbox"/> Clean out garden beds | <input type="checkbox"/> Inspect & service AC units |
| <input type="checkbox"/> Seal tile grout | <input type="checkbox"/> Check toilets for leaks |
| <input type="checkbox"/> Watch for ice dams | <input type="checkbox"/> Reseal/refinish countertops |
| <input type="checkbox"/> Touch up indoor paint | <input type="checkbox"/> Tune up your lawn mower |
| <input type="checkbox"/> Flush uncommonly used toilets | <input type="checkbox"/> Deep clean appliances |
| <input type="checkbox"/> Shop for new home insurance | <input type="checkbox"/> Check outlets for issues & repair |
| <input type="checkbox"/> <input type="text"/> | <input type="checkbox"/> <input type="text"/> |
| <input type="checkbox"/> <input type="text"/> | <input type="checkbox"/> <input type="text"/> |

Spring

- | | |
|---|--|
| <input type="checkbox"/> Clean gutters | <input type="checkbox"/> Repair garden equipment |
| <input type="checkbox"/> Clean windows | <input type="checkbox"/> Clean lint from dryer venting |
| <input type="checkbox"/> Rake any remaining leaves | <input type="checkbox"/> Check for leaks under sinks |
| <input type="checkbox"/> Trim back trees and shrubs | <input type="checkbox"/> Vacuum refrigerator coils |
| <input type="checkbox"/> Spray perimeter bug repellent | <input type="checkbox"/> Apply mulch to garden beds |
| <input type="checkbox"/> Fertilize lawn | <input type="checkbox"/> Seal windows & doors |
| <input type="checkbox"/> Reseed your lawn | <input type="checkbox"/> Check dishwasher for leaks |
| <input type="checkbox"/> Clean & inspect chimney | <input type="checkbox"/> Clean patio or deck |
| <input type="checkbox"/> Set ceiling fans to counterclockwise | <input type="checkbox"/> Clean range hood filters |
| <input type="checkbox"/> Repair foundation vents | <input type="checkbox"/> Plant new annuals |
| <input type="checkbox"/> Clean out garage/storage areas | <input type="checkbox"/> <input type="text"/> |
| <input type="checkbox"/> <input type="text"/> | <input type="checkbox"/> <input type="text"/> |

Seasonal Maintenance

Summer

- | | |
|---|---|
| <input type="checkbox"/> Replace furnace filter | <input type="checkbox"/> Seal gaps in windows & doors |
| <input type="checkbox"/> Get heating system checked | <input type="checkbox"/> Touch up exterior trim |
| <input type="checkbox"/> Deep clean carpets | <input type="checkbox"/> Check for roof damage and leaks |
| <input type="checkbox"/> Inspect sink & tub caulking | <input type="checkbox"/> Check gutters for holes and cracks |
| <input type="checkbox"/> Lubricate garage door & opener | <input type="checkbox"/> Put up blackout curtains |
| <input type="checkbox"/> Power wash exterior | <input type="checkbox"/> Set up garden watering systems |
| <input type="checkbox"/> Fertilize lawn | <input type="checkbox"/> Clean/wash fencing |
| <input type="checkbox"/> Flush uncommonly used toilets | <input type="checkbox"/> Check yard for drainage issues |
| <input type="checkbox"/> Inspect crawl space | <input type="checkbox"/> Clear window wells of debris |
| <input type="checkbox"/> Replace broken locks | <input type="checkbox"/> Repair broken/rotten siding |
| <input type="checkbox"/> Check for ant & termite damage | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |

Fall

- | | |
|---|--|
| <input type="checkbox"/> Clean gutters | <input type="checkbox"/> Insulate exterior plumbing |
| <input type="checkbox"/> Repair torn window screens | <input type="checkbox"/> Clean lint from dryer venting |
| <input type="checkbox"/> Check for water heater leaks | <input type="checkbox"/> Cover AC units |
| <input type="checkbox"/> Set ceiling fans to clockwise | <input type="checkbox"/> Plant new perennials |
| <input type="checkbox"/> Find snow shovel/snow blower | <input type="checkbox"/> Check that heat turns on |
| <input type="checkbox"/> Spray perimeter bug repellent | <input type="checkbox"/> Prune bushes and trees |
| <input type="checkbox"/> Service generators | <input type="checkbox"/> Stock up on wood pellets/firewood |
| <input type="checkbox"/> Prep for winter storms | <input type="checkbox"/> Inspect fire extinguishers |
| <input type="checkbox"/> Flush water heater of sediment | <input type="checkbox"/> Test sump pump |
| <input type="checkbox"/> Repair cracks in driveway | <input type="checkbox"/> Repair damaged masonry |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |

Home Warranty Tracker

Item Details

Product

Brand

Model #

Serial #

Purchase Details

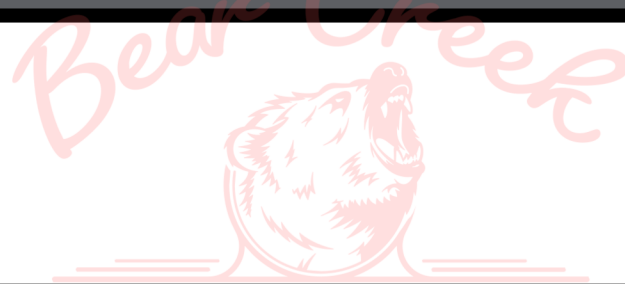
Date

Price

Location

Warranty Details

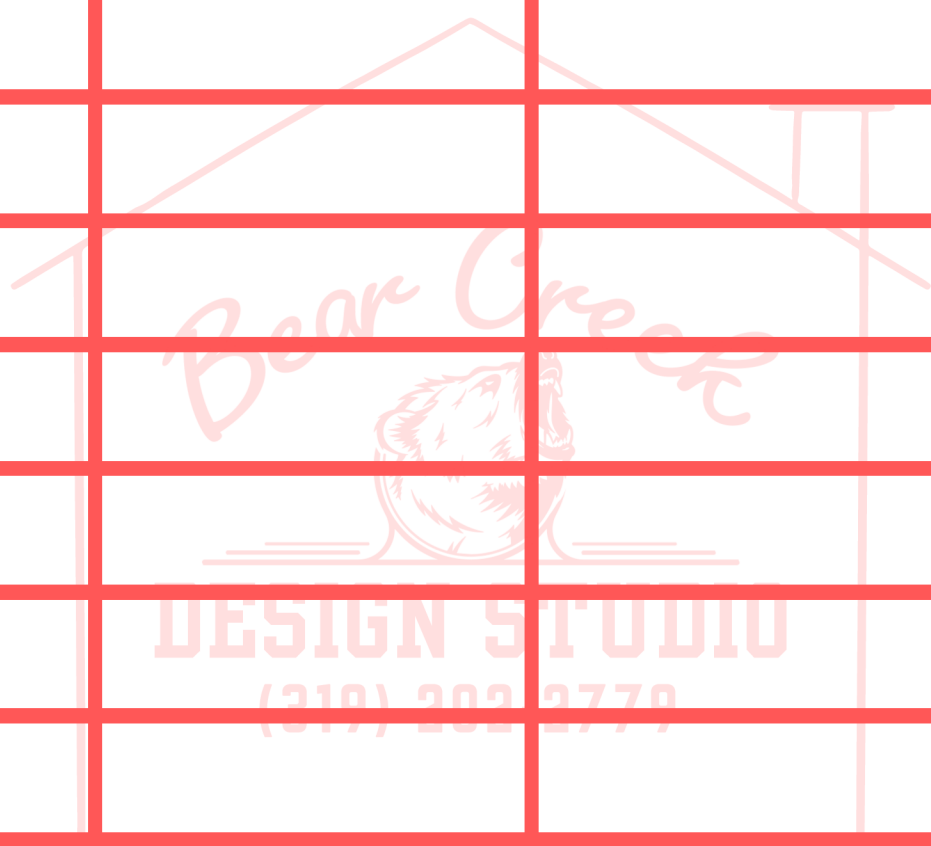
Notes



Home Warranty Tracker

Customer Service Call Log

Date of Issue	Name of Representative	Notes



Home Repair Record

Place photo of project here

Contractor/Handyman

Company

Phone #

Address

Project Overview



Major

Minor

Type of Repair

Appliance

Electrical

Structural

Plumbing

Design

Exterior

Home Repair Record

Project Specifics



Date of Repair

Warranty

Materials

Records



Receipts

Tax forms

Total Cost

Item/Charge	Cost	Purchased From

DESIGN STUDIO
(319) 202-2779

Home Inventory

Item/Description	
Quantity	Insured?
Value	

Item/Description	
Quantity	Insured?
Value	

Item/Description	
Quantity	Insured?
Value	

Item/Description	
Quantity	Insured?
Value	

Item/Description	
Quantity	Insured?
Value	

Item/Description	
Quantity	Insured?
Value	

Item/Description	
Quantity	Insured?
Value	

Item/Description	
Quantity	Insured?
Value	

Item/Description	
Quantity	Insured?
Value	

Item/Description	
Quantity	Insured?
Value	

Item/Description	
Quantity	Insured?
Value	

Item/Description	
Quantity	Insured?
Value	

House Cleaning Checklist

Bathrooms

- Shower/Tub scrubbed
- Toilet scrubbed
- Countertop clean
- Sink wiped down
- Floor swept
- Floor mopped
-
-

Kitchen

- Dishes clean
 - Fridge cleaned out
 - Countertop clean
 - Sink wiped down
 - Floors swept
 - Floors mopped
 -
 -
- Table wiped down
 - Fridge wiped down
 - Pantry organized
 - Recycling emptied
 - Trash emptied
 -
 -

Bedrooms

- Beds made
- Side tables cleared
- Sheets washed

Outside

- Lawn mowed
- Garage organized
- Planted trimmed
- Garden weeded
- Garage cleaned
- Sidewalk clear

General

- Windowsills wiped
 - Desk organized
 - Windows cleaned
 -
- Pet space cleaned
 - Cobwebs gone
 - Curtains clean
 -
- Furniture dusted
 - Light bulbs changed
 - Blinds dusted
 -

Miscellaneous

- | | | |
|--------------------------|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Appliance Records

Air Conditioner

Year
Model
Life Expectancy
Warranty

Air Purifier

Year
Model
Life Expectancy
Warranty

Blender

Year
Model
Life Expectancy
Warranty

Bread Machine

Year
Model
Life Expectancy
Warranty

Ceiling Fan

Year
Model
Life Expectancy
Warranty

Coffee Maker

Year
Model
Life Expectancy
Warranty

Dehumidifier

Year
Model
Life Expectancy
Warranty

Dishwasher

Year
Model
Life Expectancy
Warranty

Appliance Records

Dryer

Year

Model

Life Expectancy

Warranty

Food Dehydrator

Year

Model

Life Expectancy

Warranty

Food Processor

Year

Model

Life Expectancy

Warranty

Generator

Year

Model

Life Expectancy

Warranty

Humidifier

Year

Model

Life Expectancy

Warranty

Ice Cream Maker

Year

Model

Life Expectancy

Warranty

Instant Pot

Year

Model

Life Expectancy

Warranty

Juicer

Year

Model

Life Expectancy

Warranty

Appliance Records

Microwave

Year

Model

Life Expectancy

Warranty

Oven

Year

Model

Life Expectancy

Warranty

Refrigerator

Year

Model

Life Expectancy

Warranty

Rice Cooker

Year

Model

Life Expectancy

Warranty

Sewing Machine

Year

Model

Life Expectancy

Warranty

Smoker

Year

Model

Life Expectancy

Warranty

Space Heater

Year

Model

Life Expectancy

Warranty

Stand Mixer

Year

Model

Life Expectancy

Warranty

Appliance Records

Toaster

Year

Model

Life Expectancy

Warranty

Toaster Oven

Year

Model

Life Expectancy

Warranty

Vacuum

Year

Model

Life Expectancy

Warranty

Washing Machine

Year

Model

Life Expectancy

Warranty

Water Heater

Year

Model

Life Expectancy

Warranty

Water Purifier

Year

Model

Life Expectancy

Warranty

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