

# Home Maintenance Schedule

## DISCLAIMER:

This schedule is for informational purposes only and does not replace professional maintenance services. Always follow appliance manuals and safety guidelines. Some tasks may require a qualified technician. Bilnor Staffing Solutions accepts no liability for decisions made based on this guide.

## Home Maintenance Schedule

*(Seasonal Home Care + Appliance Care)*

Maintaining your home and appliances helps prevent costly repairs, extends the life of your property, and keeps your household running smoothly. This schedule is divided by **season** and **appliance type**.

### 1. Summer (December – February)

#### Home & Garden

- Inspect roof and gutters for leaks or blockages after heavy rain
- Clean and service air conditioners
- Trim trees and shrubs to prevent storm damage
- Check outdoor taps, hoses, and irrigation systems for leaks

#### Appliances

- Service ceiling fans and exhaust fans
- Clean fridge coils and door seals to improve efficiency
- Check pool pump and filtration system (if applicable)
- Inspect washing machine hoses and filters

### 2. Autumn (March – May)

#### Home & Garden

- Inspect and repair roof tiles and fascia boards before winter
- Clean gutters and downpipes to prevent blockages
- Service heating appliances (e.g., geysers, gas heaters)
- Check windows and doors for drafts and seal gaps

#### Appliances

- Deep-clean oven and hob
- Inspect dishwasher for leaks or blockages
- Service air conditioners before cooler months
- Test smoke alarms and replace batteries

### **3. Winter (June – August)**

#### **Home & Garden**

- Insulate exposed pipes to prevent burst pipes
- Check roof and gutters after storms
- Inspect plumbing for leaks or drips
- Check electrical outlets and wiring for safety

#### **Appliances**

- Inspect geyser or water heater for efficiency
- Service gas appliances and cookers
- Deep-clean washing machine and tumble dryer
- Test heaters and portable appliances

### **4. Spring (September – November)**

#### **Home & Garden**

- Clean windows and screens after pollen and dust build-up
- Inspect exterior paintwork and walls for cracks
- Service sprinkler or irrigation systems for summer
- Fertilize Garden and lawns

#### **Appliances**

- Clean fridge, freezer, and remove expired items
- Service air conditioning system before summer
- Check and clean extractor fans and vents
- Inspect vacuum cleaners, blenders, and other small appliances

## Appliance-Specific Care (Monthly / Quarterly/ Bi-annually)

Appliance	Frequency	Maintenance Task
Refrigerator	Monthly	Clean coils, check door seals, defrost freezer if needed
Washing Machine	Monthly	Run cleaning cycle, clean detergent drawer, inspect hoses
Dishwasher	Monthly	Clean filters, run cleaning cycle
Oven & Hob	Quarterly	Deep-clean surfaces and burners
Air Conditioner	Quarterly	Clean filters, check coolant levels
Geyser / Water Heater	Bi-annually	Inspect for leaks, flush sediment buildup
Stove / Gas Cooker	Bi-annually	Check burners and gas connections
Vacuum Cleaner	Quarterly	Empty bag or container, clean filters
Smoke / Carbon Monoxide Alarms	Bi-annually	Test and replace batteries

## Tips for Effective Home Maintenance

- Keep a log:** Record each maintenance task and the date it was completed.
- Schedule reminders:** Use a calendar or phone alerts to stay on track.
- Use professional services:** for plumbing, electrical, and gas inspections where required.
- Inspect regularly:** Don't wait for a problem—early detection saves money.