

# Spring Maintenance Checklist

Date: \_\_\_\_\_

Dear [Homeowner's Name],

As spring approaches, it's time to prepare your home for the warmer months. Below is a checklist to help you ensure your property is in top shape:

## Interior Maintenance

- Inspect and clean HVAC filters
- Check smoke detectors and replace batteries
- Service heating and cooling systems
- Test and clean kitchen exhaust fans
- Inspect plumbing for leaks

## Exterior Maintenance

- Clean gutters and downspouts
- Inspect roof for damage
- Check seals around windows and doors
- Inspect outdoor patios and decks
- Trim trees and shrubs away from the house

## Landscaping

- Prepare garden beds for planting
- Fertilize lawns and gardens
- Plant seasonal flowers and vegetables
- Apply mulch around flower beds

Please review the checklist and address any necessary maintenance tasks. If you have any questions or require assistance, feel free to contact us.

Best regards,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]