

SEASONAL HVAC MAINTENANCE CHECKLIST

SPRING

- Replace/Clean Air Filters
- Clear Debris Around Outdoor Unit
- Check Vents & Registers
- Clean Air Return Grilles
- Test Thermostat
- Flush Condensate Drain
- Listen for Odd Noises/Smells

SUMMER

- Replace/Clean Air Filters
- Check for Leaks/Water Near Unit
- Keep Curtains Closed
- Ensure Proper Airflow
- Hose Down Outdoor Unit

FALL

- Replace/Clean Air Filters
- Adjust Thermostat
- Vacuum Around Furnace & Vents
- Seal Around Windows/Doors
- Test Heating System Early
- Clear Debris from Outdoor Unit

WINTER

- Replace/Clean Air Filters
- Check Carbon Monoxide Detectors
- Keep Vents Open
- Watch for Furnace Noises/Odors
- Clear Outdoor Unit of Ice/Sleet
- Run System Regularly



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