

MAINTAINING YOUR HOME



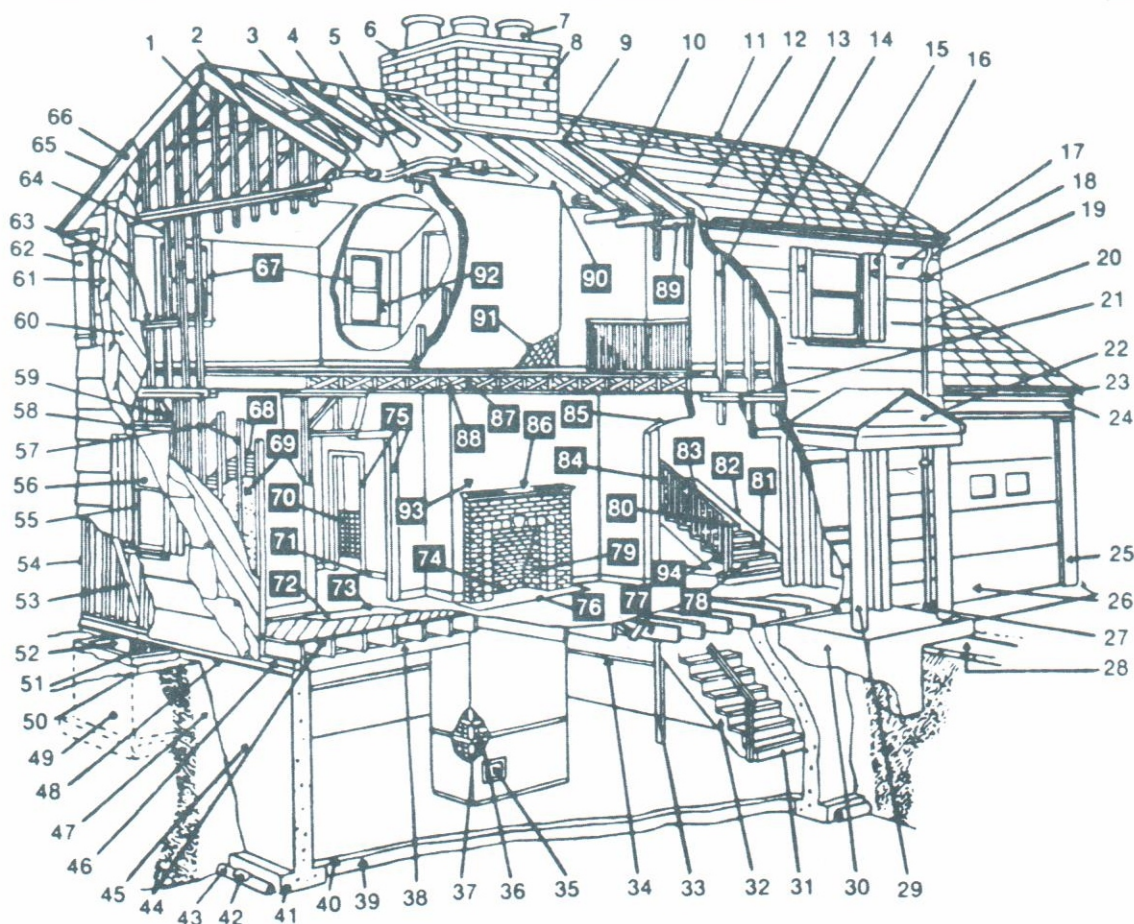
ASHI inspections are performed in accordance with the Society's Standards of Practice and include an evaluation of the condition of:

- | | |
|---|---|
| 1. Central Heating System | 4. Interior Plumbing System |
| 2. Central Cooling System
(When outside temperatures permit) | 5. Roof |
| 3. Interior Electrical System | 6. Walls, ceilings, floors, windows and doors |
| | 7. Foundation, basement and slab structures |

	Periodically	Spring	Fall	Annually
I FOUNDATION & MASONRY: BASEMENTS, EXTERIOR WALLS: To prevent seepage and condensation problems.				
a. Check basement for dampness and leakage after wet weather.	■			
b. Check foundation walls, steps, retaining walls, walks, patios, driveways, garage floors, etc., for cracks, heaving, crumbling.		■		
c. Check chimneys, deteriorated chimney caps, loose and missing mortar.		■	■	
d. Maintain grading sloped away from foundation walls.				■
e. Keep under-floor crawlspace vents open as weather and climate permit.	■			
II ROOFS & GUTTERS: To prevent roof leaks, condensation, seepage and decay problems.				
a. Check for damaged, loose or missing shingles, blisters.		■	■	
b. Check for leaking, misaligned or damaged gutters, downspouts (leaders), hangers (straps), gutter guards and strainers.		■	■	
c. Clean gutters, leaders, strainers, window wells, drains. Be sure downspouts direct water away from foundation.	■			
d. Cut back tree limbs growing close to or touching roof.			■	
e. Check antenna supports for sturdiness and possible sources of leakage.				■
f. Check flashings around roof stacks, vents, skylights and chimneys as sources of leakage.		■	■	
g. Check vents, louvers and chimneys for birds' nests, squirrels and insects.		■	■	
h. Check fascias and soffits for paint flaking, leakage and decay.		■		
III EXTERIOR WALLS: To prevent paint failure, decay and moisture penetration problems.				
a. Check painted surfaces for paint flaking or paint failure.		■		
b. Check siding, shingles and trim for damage, looseness, warping and decay.	■			
c. Check exterior masonry walls for cracks, looseness, missing or broken mortar.		■		
d. Cut back and trim shrubs away from exterior walls.		■	■	
IV DOORS & WINDOWS: To prevent air and weather penetration problems.				
a. Check caulking for decay around doors, windows, corner boards and joints. Recaulk as needed.			■	
b. Check glazing putty around windows.			■	
c. Check weatherstripping.			■	
d. Check garage doors and safety devices on openers for proper operation monthly.	■			
V ELECTRICAL: For safe electrical performance.				
a. Learn location of electrical panel box for breakers or fuses. Never overfuse.	■			
b. Trip circuit breakers every six months and Ground Fault Circuit Interrupters (GFCI) monthly.	■			

	Periodically	Spring	Fall	Annually
c. Mark and label each circuit.	<input checked="" type="checkbox"/>			
d. Check condition of lamp cords, extension cords and plugs. Replace at first sign of wear and damage.	<input checked="" type="checkbox"/>			
e. Check exposed wiring and cable for wear or damage.				<input checked="" type="checkbox"/>
f. If fuses blow or breakers trip frequently, have a licensed electrician determine the cause.	<input checked="" type="checkbox"/>			
g. If you experience slight tingling shocks from handling or touching any appliance, disconnect the appliance and have it repaired. If lights flicker or dim, or if appliances go on and off unnecessarily, call a licensed electrician.	<input checked="" type="checkbox"/>			
VI PLUMBING: For preventive maintenance.	<input checked="" type="checkbox"/>			
a. Check faucets, hose bibbs and valves for leakage.			<input checked="" type="checkbox"/>	
b. Drain exterior water lines, hose bibbs, sprinklers and pool equipment in the fall.	<input checked="" type="checkbox"/>			
c. Check for leaks at sinks and house traps and sewer cleanouts.	<input checked="" type="checkbox"/>			
d. Perform safety checks and draw off sediment in water heaters per manufacturer's instructions.	<input checked="" type="checkbox"/>			
e. Have septic tank cleaned every 2-5 years depending on tank size and use.				
VII HEATING & COOLING: For comfort, efficiency, energy conservation and safety.	<input checked="" type="checkbox"/>			
a. Change or clean furnace filters, air conditioning filters, electronic filters as needed.	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
b. Clean and service humidifier. Check periodically and annually.				<input checked="" type="checkbox"/>
c. Have gas and oil burning equipment serviced annually.	<input checked="" type="checkbox"/>			
d. Clean around heating and cooling equipment, removing leaves, dust, overgrown shrubbery and debris. Be sure power is off!	<input checked="" type="checkbox"/>			
e. On steam systems, "blow off" or drain low water cut-off per manufacturer's instructions or instruction tag.				
VIII INTERIOR: General house maintenance.	<input checked="" type="checkbox"/>			
a. Check bathroom tile joints, tub grouting and caulking. Be sure all tile joints in bathrooms are kept well sealed with tile grout to prevent damage to walls, floors and ceilings below.				
b. Keep garage doors closed to conserve energy and insulate exposed water lines in cold climates.		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Check underside of roof for water stains, leaks, dampness and condensation, particularly in attics and around chimneys.				<input checked="" type="checkbox"/>
e. Keep attic louvers and vents open all year round. Check louver screening.				
IX KNOW THE LOCATION OF:				
a. The main water shut off valve				
b. The main electrical disconnect or breaker.				
c. The main emergency shut off switch for the heating system.				

SCHEMATIC DIAGRAM OF A HOME



- | | | | | | |
|------------------|---------------------|-------------------------|------------------------|----------------------|----------------------|
| 1. Gable stud | 6. Chimney cap | 11. Ridge | 32. Stair stringer | 53. Corner brace | 74. Ash dump |
| 2. Collar beam | 7. Chimney flues | 12. Roof boards | 33. Girder post | 54. Corner stud | 75. Door trim-casing |
| 3. Ceiling joist | 8. Chimney | 13. Stud | 34. Chair rail | 55. Window frame | 76. Fireplace hearth |
| 4. Ridge board | 9. Chimney flashing | 14. Eave gutter | 35. Cleanout door | 56. Window light | 77. Floor joists |
| 5. Insulation | 10. Rafters | 15. Roofing | 36. Furring strips | 57. Wall studs | 78. Stair riser |
| | | 16. Blind or shutter | 37. Corner stud | 58. Header | 79. Fire brick |
| | | 17. Bevel siding | 38. Girder | 59. Window cripple | 80. Newel cap |
| | | 18. Downspout gooseneck | 39. Gravel fill | 60. Wall sheathing | 81. Stair tread |
| | | 19. Downspout strap | 40. Concrete floor | 61. Building paper | 82. Finish stringer |
| | | 20. Downspout leader | 41. Foundation footing | 62. Pilaster | 83. Stair rail |
| | | 21. Double plate | 42. Paper strip | 63. Rough header | 84. Balusters |
| | | 22. Entrance canopy | 43. Drain tile | 64. Window stud | 85. Plaster arch |
| | | 23. Garage cornice | 44. Diagonal subfloor | 65. Cornice moulding | 86. Mantel |
| | | 24. Fascia | 45. Foundation wall | 66. Fascia board | 87. Floor joists |
| | | 25. Door jamb | 46. Sill plate | 67. Window casing | 88. Bridging |
| | | 26. Garage door | 47. Backfill | 68. Lath | 89. Lookout |
| | | 27. Downspout shoe | 48. Termite shield | 69. Insulation | 90. Attic space |
| | | 28. Sidewalk | 49. Window well wall | 70. Wainscoting | 91. Metal lath |
| | | 29. Entrance post | 50. Grade line | 71. Baseboard | 92. Window sash |
| | | 30. Entrance platform | 51. Basement sash | 72. Building paper | 93. Chimney breast |
| | | 31. Stair riser | 52. Window well | 73. Finish floor | 94. Newel |

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