

New Homeowner Checklist

The first 30 days in a new house: what to find, change, and write down.

First week

- ☐ Change the locks or rekey, and reset garage door and keypad codes
- ☐ Find the main water shutoff, gas shutoff, and electrical panel
- ☐ Test every smoke and CO alarm; note install dates
- ☐ Locate the fire extinguishers, or buy them
- ☐ Set up utilities, trash pickup, and internet in your name

First month

- ☐ Replace the HVAC filter and note its size
- ☐ Write down the make, model, and age of the furnace, AC, and water heater
- ☐ Flush the water heater and check the pressure relief valve
- ☐ Clean the dryer vent
- ☐ Label the breaker panel
- ☐ Check for leaks under every sink and around toilets
- ☐ Read the inspection report again and list anything marked for repair

Paperwork to keep

- ☐ Closing documents and deed
- ☐ Home inspection report
- ☐ Appliance manuals and warranties
- ☐ Homeowner's insurance policy and agent contact
- ☐ Contractor and seller contacts for recent work

First year

- ☐ Schedule an HVAC tune-up
- ☐ Clean gutters in spring and fall
- ☐ Take a photo inventory of every room for insurance
- ☐ Set up a recurring maintenance schedule