SEASONAL HOME MAINTENANCE REVIEW

Build the baseline

Write facts and sources before filling the main table. Do not guess at missing information.

Project or subject

Date or period

STEP 1 Create separate entries for visible household tasks and professional service bookings.

STEP 2 Record only observed facts, evidence locations and next review dates.

STEP 3 Escalate hazards or specialist maintenance to a qualified provider.

STEP 4 Which fact or document still needs checking?

SEASONAL HOME MAINTENANCE REVIEW

Keep a dated record

Record what actually occurred. Reprint this page whenever you need more rows.

Reference period

Review date

NEXT REVIEW / SCHEDULED TIME	STEP OR DELIVERABLE	RESPONSIBLE PERSON	PROGRESS	EVIDENCE AND NEXT CONFIRMATION

Outstanding question or record to confirm

SEASONAL HOME MAINTENANCE REVIEW

Make the next step happen

Each useful action has an owner, a date and a result that can be checked.

ACTION 1 Create separate entries for visible household tasks and professional service bookings.

Concrete next action	Owner / due

ACTION 2 Record only observed facts, evidence locations and next review dates.

Concrete next action	Owner / due

ACTION 3 Escalate hazards or specialist maintenance to a qualified provider.

Concrete next action	Owner / due

IMPORTANT CONTEXT

Do not attempt electrical, gas, roof-height or other hazardous work from this checklist. It does not certify safety or replace qualified inspections.

- [ ] Source checked
- [ ] Next action assigned