June 26, 2027 | Knoxville, Farragut & Lenoir City

Midyear service record and catch-up

Main task: about 30 active minutes. DIY.

January setup; December review. Annual planning review.

- [ ] **Gather equipment details**
  Collect equipment models, manuals and service records in one private place.
- [ ] **Record completed and upcoming care**
  Enter service dates and next due work. Use the actual equipment instructions and service findings to tailor the dates.
- [ ] **Choose the next appointments**
  List overdue or approaching service and arrange it as needed. Keep account numbers, passwords and access codes out of shared copies.

Safety: Keep account numbers, passwords, access codes and personal records private.

Additional time: None

Timing basis: Editorial support task for tailoring the maintenance schedule. Equipment instructions and actual conditions take priority.

Guidance: Source 1

Open the online checklist and how-to links

Follow-up notes

Other maintenance this week

Up to 47 additional active minutes if every item applies. Spread these out. Skip equipment you do not have and monthly checks already completed.

- [ ] **Walk through for leaks and humidity** (Weekly; 10 min)
  Look under sinks and at ceilings. Read a hygrometer. Log new dampness. Aim for 30-50% RH, below 60%.
  Safety: Fix leaks promptly. Dry wet materials within 24-48 hours. Refer extensive, hidden or contaminated damage to a professional. Guide

- [ ] **Read refrigerator and freezer thermometers** (Weekly planning check; 2 min)
  Read appliance thermometers. Refrigerator should be 40 F or below; freezer 0 F or below.
  Safety: Investigate unsafe temperatures promptly. An appliance setting is not a thermometer reading. Guide

- [ ] **Remove mosquito breeding water** (Weekly during mosquito season; 5 min)
  Empty and scrub or cover small water-holding containers, including birdbaths and plant saucers.
  Safety: Do not enter unsafe water or disturb electrical equipment. Pesticides must follow their labels. Guide

- [ ] **Inspect dishwasher filter** (Monthly inspection; clean per model/use; 10 min)
  Remove debris from a serviceable filter. Rinse gently and lock it back in place.
  Safety: Switch off first. Do not force a maintenance-free filter out. Watch for sharp debris. Guide

- [ ] **Clean washing machine** (Monthly or every 30 cycles, per manual; 10 min)
  Run the model's cleaning cycle. Clean its dispenser, gasket and serviceable filters as directed.
  Safety: Never mix cleaning products. Do not force access to a non-serviceable filter. Guide

- [ ] **Check HVAC condensate drain** (Monthly while cooling; 5 min)
  Look for water in the emergency pan and abnormal drain discharge.
  Safety: Shut off cooling and call for help if water is backing up. No unapproved chemicals or compressed air. Guide

- [ ] **Maintain dehumidifier filter and drain** (Monthly planning check; 5 min)
  Check filter and drain hose against the manual. Confirm the unit is reducing humidity.
  Safety: Unplug before cleaning. Address recurring dampness at its source. Guide

Optional housekeeping & reminders

About 193 active minutes for cleaning: 143 for the regular routine plus this week's detail. Spread it out. Laundry and machine cycles add time.

Follow care labels, ventilate and never mix cleaning products. Use safe access and hire help for height or heavy items.

Regular cleaning routine

- [ ] **Wipe down the kitchen**
  Counters, cooled stovetop, sink and appliance fronts.
- [ ] **Vacuum and mop floors**
  Include stairs. Use the method approved for your flooring.
- [ ] **Dust and refresh upholstery**
  Top to bottom. Vacuum cushions and fluff pillows.
- [ ] **Clean bathrooms and reachable glass**
  Toilets, sinks, tub or shower, mirrors and glass.
- [ ] **Review food storage and empty bins**
  Check leftovers. Wipe sticky trash and recycling bins.
- [ ] **Wash bedding, towels and bathmats**
  Replace sheets and pillowcases. Follow care labels.

This week's detail

- [ ] **Vacuum window treatments, moldings and sills** (15 min)
  Vacuum compatible window treatments and dust reachable moldings and sills.
  Safety: Follow fabric instructions. Use safe access and avoid disturbing suspect old paint.
- [ ] **Dust portable and ceiling fans** (15 min)
  Dust portable and reachable ceiling-fan blades.
  Safety: Switch off and isolate power before access. Use stable safe access.
- [ ] **Wipe kitchen ceiling** (20 min)
  Wipe a safely reachable kitchen-ceiling area with a finish-compatible method.
  Safety: Keep water away from fixtures. Hire help for height or unsafe access.

Only if it applies: household and equipment

Additional time. Keep personal and financial records private.

- [ ] **Sort magazines and catalogs** (3 min)
  Sort current reading and recycle or file unwanted items.
  Safety: Protect personal information before recycling.

- [ ] **Review bank and card transactions** (10 min)
  Review recent transactions and flag unfamiliar charges or missing records.
  Safety: Use trusted account access. Keep financial details out of shared copies.

- [ ] **Review inboxes, bills and paperwork** (10 min)
  Review due bills and correspondence; file completed paperwork.
  Safety: Protect account numbers and avoid duplicate payments.

- [ ] **Review insurance, inventory and emergency documents** (45 min)
  Review policy details, household photos, contacts and access to vital records and off-site copies.
  Safety: Keep private records secure. Review coverage questions with the relevant professional.

Optional vehicle reminders

A reminder is a due-date check. Use the manual, mileage, condition and service history.

- [ ] **Review engine air-filter service** (5 min)
  Check the maintenance record and replace only when due.
  Safety: Some vehicles have no engine filter. Avoid dirt entry and unfamiliar disassembly.

- [ ] **Review cabin air-filter service** (5 min)
  Check the replacement record and service per instructions.
  Safety: Do not damage trim, wiring or safety-system components.

- [ ] **Clean vehicle interior** (30 min)
  Clean one interior section and remove unnecessary loose items.
  Safety: Use compatible products and keep mats/objects clear of pedals.

Between reminders: clean the dryer lint screen each load. Inspect after significant storms and address failed alarms, leaks or unsafe equipment promptly. Portable humidifiers in use need daily water care and cleaning every third day. Pools need more frequent care and barrier supervision during use.

Move outdoor work for heat, lightning, rain or ice. Prepare plumbing before a forecast freeze. Repairs, professional service, materials and machine cycles add time.