

Model Annual Testing of Backflow Preventers Reminder

[Insert Municipality name here] Office of Construction Code Enforcement
[Insert CCE Office Address here]
[Insert CCE Office Telephone no. here]
[Insert CCE Office hours here]

[Insert Notice date here]

[Insert Owner name here]
[Insert Owner address here]

Re: [Insert Block/Lot here]; Annual Testing of Backflow Preventers

Dear Property Owner:

Tax records indicate that you are the owner of the referenced property, which contains a testable backflow preventer or preventers.

Please be reminded that backflow preventers that are designed to isolate cross connections between the water supply and contaminants and are designed to be field-tested, must be tested prior to the final inspection following installation, and then re-tested annually to ensure their working order.

Testing must be done by a tester certified by an agency recognized by the New Jersey Department of Environmental Protection's Bureau of Safe Drinking Water.

Such backflow preventers operate under a Certificate of Compliance issued by this office; unlike Certificates of Occupancy, Certificates of Compliance do expire.

Our records indicate that the Certificate of Compliance issued for the backflow preventer(s) at the referenced property is about to expire.

At this time, please arrange to have your backflow preventer(s) re-tested by a qualified individual. Advise our office of your scheduled test appointment so that our Plumbing Subcode Official may witness the test, if so desired. We may be reached at the address and telephone number above.

Regardless of whether or not the test is witnessed, prior to our issuing your annual Certificate of Compliance you will be required to provide a cross connection control device performance test certification from the individual who performed the test and pay the annual fee.

Please note that devices not passing the test must be repaired or replaced; the replacement of a backflow preventer will require a Construction Permit.

Sincerely,

[Municipal name] Plumbing Subcode Official