**Spring Inspection & Maintenance Form Stormwater Harvesting and Use Systems (Example)**

System: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Installer Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Catchment Surfaces (roofs, pavement, etc)** | **Completed** | **Additional Action Required?** (Describe under follow-up items) |
| **Collection**  | **Maintenance** | **By (Initials)** | **Date** |
| *Rooftop*  | *e.g. remove debris, wash surface* |   |   | Yes / No |
| *Parking* | *e.g. spring sweeping* |   |   | Yes / No |
| *Green Space* |   |   |   | Yes / No |
|  |  |  |  |  |
| **Collection System and Pre-storage Treatment** | **Completed** | **Additional Action Required?** (Describe under follow-up items) |
| **Component** | **Maintenance** | **By** (Initials) | **Date** |
| *Gutters/gutter guards* | *e.g. remove debris and sediment accumulations* |   |   | Yes / No |
| *Downspouts* |  |   |   | Yes / No |
| *First Flush Diverter* |  |   |   | Yes / No |
| *CB Sumps* |  |   |   | Yes / No |
| *All* | *e.g. check joints and fitting test the system for leaks* |   |   | Yes / No |
| *etc.* |  |   |   | Yes / No |
|  |  |  |  |  |
| **Storage (Tank, Pond) and Distribution** | **Completed** | **Additional Action Required?** (Describe under follow-up items) |
| **Component** | **Maintenance** | **By (Initials)** | **Date** |
| *All* | *e.g. test for leaks* |   |   | Yes / No |
| *tank inlet* | *e.g. clean and free of obstruction* |   |   | Yes / No |
| *Tank* | *e.g. clean and in good repair* |   |   | Yes / No |
| *overflow outlet* |  |   |   | Yes / No |
| *etc.* |   |   |   | Yes / No |
|  |  |  |  |  |
| **Treatment System** | **Completed** | **Additional Action Required?** (Describe under follow-up items) |
| **Component** | **Maintenance** | **By (Initials)** | **Date** |
| *all* |  |   |   | Yes / No |
|  |  |   |   | Yes / No |
|  |  |   |   | Yes / No |
| *etc.* |   |   |   | Yes / No |
|  |  |  |  |  |
| **Distribution System**  | **Completed** | **Additional Action Required?** (Describe under follow-up items) |
| **Component** | **Maintenance** | **By (Initials)** | **Date** |
| *all* |  |   |   | Yes / No |
| *pump* | *e.g. (all start up per manufacturer's instructions)* |   |   | Yes / No |
| *water level sensor* | *e.g. test per manufacturer's instructions* |   |   | Yes / No |
| *backflow preventer* | *e.g.(testing per local codes and regulations)* |   |   | Yes / No |
| *make-up supply* |  |   |   | Yes / No |
| *etc.* |   |   |   | Yes / No |

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| **Inspection Follow-up Items** | **Notifications Required**(Installer, City, etc.) | **Action Completed** |
| **Inspection Date** | **Component** | **Action Required** | **By (Initials)** | **Date** |
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