

# SUDBURY WATER DISTRICT

199 RAYMOND ROAD • P.O. BOX 111

SUDBURY, MASSACHUSETTS 01776

Phone: 978-443-6602 • Fax 978-443-9587

Email: [customerservice@sudburywater.com](mailto:customerservice@sudburywater.com)

Web: [www.sudburywater.com](http://www.sudburywater.com)

# PRIVATE HYDRANT MAINTENANCE REPORT

The purpose of this standard is to clarify the requirements for the testing, inspection, maintenance and marking of private hydrants. It is the responsibility of the property owner to have all hydrants located on his/her property tested once every two years (biennially) in accordance with the General Regulations of the Sudbury Water District.

HYDRANT LOCATION (APPROX)											
HYDRANT DESCRIPTION											
		MAKE	MODEL	YEAR	VALVE SIZE	OPEN RIGHT	OPEN LEFT	2 ½ PORTS	4 ½ PORTS		
OWNER INFORMATION	OWNER NAME:										
	OWNER MAILING ADDRESS	STREET NO	STREET NAME					P.O. BOX			
		CITY				STATE		ZIP CODE			
		PHONE	MOBILE PHONE		EMAIL ADDRESS						
HYDRANT TESTING SERVICE	HYDRANT TESTING-SERVICE						TYPE OF INSPECTION				
	HYDRANT TESTING-SERVICE MAILING ADDRESS	STREET NO	STREET NAME			P.O. BOX		NEW INSTALLATION			
							BIENNIAL				
		CITY				STATE	ZIP CODE		DATE OF INSPECTION		
		PHONE	MOBILE				MONTH	DAY	YEAR		
									PASS		FAIL
EMAIL											
TESTING AND MAINTENANCE REPORT	Hydrant is accessible and free of obstructions. All vegetation, landscaping and other obstructions are at least three feet away from hydrant:					Yes=Satisfactory		No=Unsatisfactory			
	Top of hydrant is not leaking when hydrant is on:										
	Gaskets under caps are not leaking when hydrant is on:										
	Hydrant barrel is in good condition without cracks or corrosion:										
	Operating nut is not worn and does not have rounded corners:										
	Outlet threads are not damaged:										
	Outlet caps secured:										
	Open Hydrant:										
	Hydrant drains completely:										
	Number of Turns to Full Open:					Static Pressure:					
	Flow Rate:					Residual Pressure:					
				YES	NO			YES	NO		
	Hydrant Opens:					Base Intact:					
	Nozzles Tight:					Barrel Intact:					
	Stem Intact:					Caps Present:					
Opens Properly:					Proper Height:						
Dome Present:					Set Properly (straight):						
Facing Proper Direction:					Stem Operating Properly:						
Lubricate Hydrant Packing:					Lubricate Thrust Washer:						
Gate Valve Accessible:					Lubricate Operating Nut:						
Opened at Gate:					Installed Flag/Flag Present						

I hereby certify that inspection, maintenance and flow testing of the hydrant listed above was conducted in accordance with the General Regulations of the Sudbury Water District, together with the Fire Code of the Commonwealth of Massachusetts and the National Fire Protection Association Standards 25 and 291; and that foregoing data, statements and documentation are correct. NOTICE TO OWNER: For items noted as failed or needing attention on this report, you are responsible for correcting these items and resubmitting an inspection report when the work is completed and passes inspection.

TESTER NAME (print)	TESTER SIGNATURE
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SUBMIT ONE COPY OF THIS REPORT FORM TO **SUDBURY WATER DISTRICT** • [CUSTOMERSERVICE@SUDBURYWATER.COM](mailto:CUSTOMERSERVICE@SUDBURYWATER.COM)  
 PROVIDE ONE COPY OF THIS REPORT FORM TO THE HYDRANT OWNER • RETAIN ONE COPY OF THIS REPORT FORM FOR YOUR RECORDS



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Document corrective actions or provide an explanation for any and all “NO” indications of the Testing and Maintenance Report Below:

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