Inspection/Maintenance Form

Date Installed_____ Tank Model_____

Model of filter_____ Size_____

Single/double compartment_____

Date Inspected	Cleaned?		Notes
	Yes	No	

Important Names and Numbers

Service Provider_____ Phone_____

Installer_____ Phone_____

Pumper_____ Phone_____

Electrician_____ Phone_____

Designer_____ Phone_____

SEPTIC SYSTEM MAINTENANCE

HOW TO CLEAN YOUR EFFLUENT FILTER

To ensure your effluent filter is working properly it should be inspected every year. Under normal conditions, your effluent filter will function for several years before cleaning is necessary.

The filter should be cleaned when it becomes clogged enough to restrict normal flows out of the septic tank. At a minimum, the filter should be cleaned whenever the tank is pumped.

If you are cleaning your effluent filter yourself, be sure to **dress properly:**
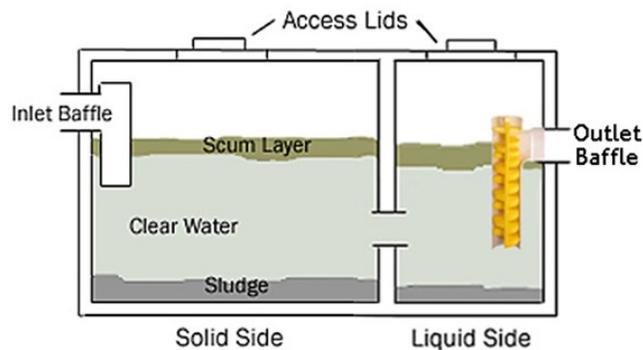
*full-length pants and shirt
*shoes
*gloves
*goggles or glasses.

Remove access lid of your septic tank-

- if the lid is above ground it should be easy to find.

- if it is buried below ground, find the measurements for the location of the tank lid(s).

- If you don't have this information contact your county health department and they should be able to help you find the access lid.

Remove the filter cartridge by lifting it out of the vault.

While holding the filter over the open port of the septic tank (so the effluent runs back into the tank) lightly spray the cartridge tubes with a hose to remove material sticking to them.

Some effluent filters come with an alarm that activates when the filter needs cleaning.

If you have an alarm, check to make sure it is working by lifting the float switch and sounding the alarm.

Note: If your effluent filter doesn't have an alarm system and you would like one, call your local septic system installer.

- Inspect the vent hole and modulating orifices,

- Spray them clear of any debris,

- Replace the cartridge,

- Be sure to firmly place the cartridge back into the saddle holes at the top of the cartridge vault.

- Clean up the area of any spillage
- Change your clothes right away
- Wash and sanitize your hands

Record the date you inspected and/or cleaned your filter on the back of this page. If you checked the alarm or made any other observations about the tank or system, include that on the information under "Notes".