



Attn: Backflow Prevention
4100 Norfolk St
West Linn, OR 97068

Joe Customer
5678 Manager St
Hillsboro, OR 97124

REMINDER: Backflow Prevention Assembly(s) Annual Test

Notice Date	April 5th, 2023
Due Date	August 12th
TRAC #	ABC123
Service Address	1234 Service Dr Apt #2 Portland, OR 97215

See reverse side for your backflow assembly details

Dear Valued Water Customer:

It is time to schedule the annual test for the backflow assembly(s) that our records show is on your property. **If your test has already been completed for this calendar year, please have your tester enter the results into our online system by the due date listed above.**

Why is it important to have my backflow assembly tested?

Backflow prevention assemblies protect the City's water system against the risk of contamination by preventing the flow of water from onsite hazards (i.e., irrigation, wells, boilers) back into the public water system. Annual tests ensure backflow prevention assemblies are functioning properly.

What do I need to do?

According to state law, by your due date above, please:

1. Arrange for a Certified Backflow Assembly Tester to test your backflow assembly. A list of testers can be found at: <https://yourwater.oregon.gov/backflow.php>
2. Schedule a test and provide your TRAC #* to the tester. Your TRAC #(Tester Remote Access Code) is listed in the yellow box at the top of this page.
3. Once the test is complete, your tester will submit your results to West Linn Public Works and will send you a copy of the test report.

What happens if I don't schedule the test?

The annual test of backflow prevention assemblies is a **requirement** of Oregon Administrative Rule (OAR) 333-061-0070 and the City of West Linn's state-mandated Cross Connection/Backflow Prevention Program. **Failure to conduct the yearly test could result in the discontinuation of water service.** Test reports must be submitted by the due date above.

***What is a TRAC #?** Our new online system allows the tester to enter the test results into the City's backflow database using the TRAC #. Your TRAC # gives testers information about the assembly(s) at your location, such as make, model, and serial number. It does not identify you or provide your contact information.

Sincerely,

City of West Linn
Public Works Dept
Cross Connection/Backflow Prevention Program
Email: backflow@westlinnoregon.gov Phone: 503-722-5500

TRAC# ABC123

Make	Model	Serial	Size	Location
Febco	850Y	ABC12345	1.00"	Back of the house
Watts	007M1QT	40775	1.00"	right side of house by pge meter base