How to Add a New Backflow Device

14 Steps

Created by	Creation Date	Last Updated
Meghan Wilson	June 6, 2022	June 6, 2022

Go to https://backflow.bouldercolorado.gov

Click on New Device Installation
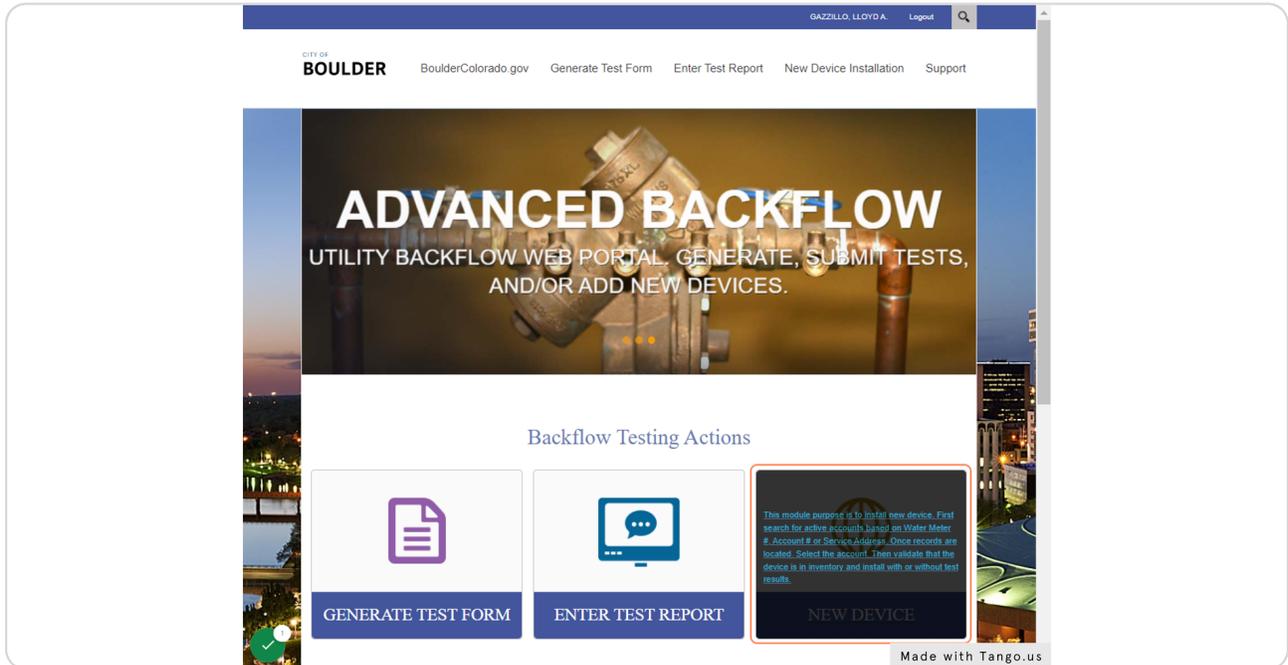
Click on Search to locate the address for the new device

Enter the Street Number and Name, then click Search

You can also use the Water Meter Number or Account Number for the water customer, if you have it.

Troubleshooting tips:
· Remember to use ALL CAPS when searching by address.
· Do not use street type (St., Ave., etc.) or direction (N, E, S, W).
· If you can't find the address, try typing the first few numbers and/or letters of the address. (For example, "100" will return 1001, 1005, etc. "MA" will return Martin Drive, Marine Street, etc.)

Select the correct address and account number for the device

· If multiple account numbers appear in the search, and you don't know which is correct,
please contact the property owner to determine the correct account number.
· If you're still not sure, please email nobackflow@bouldercolorado.gov or 303-413-7401
to troubleshoot.
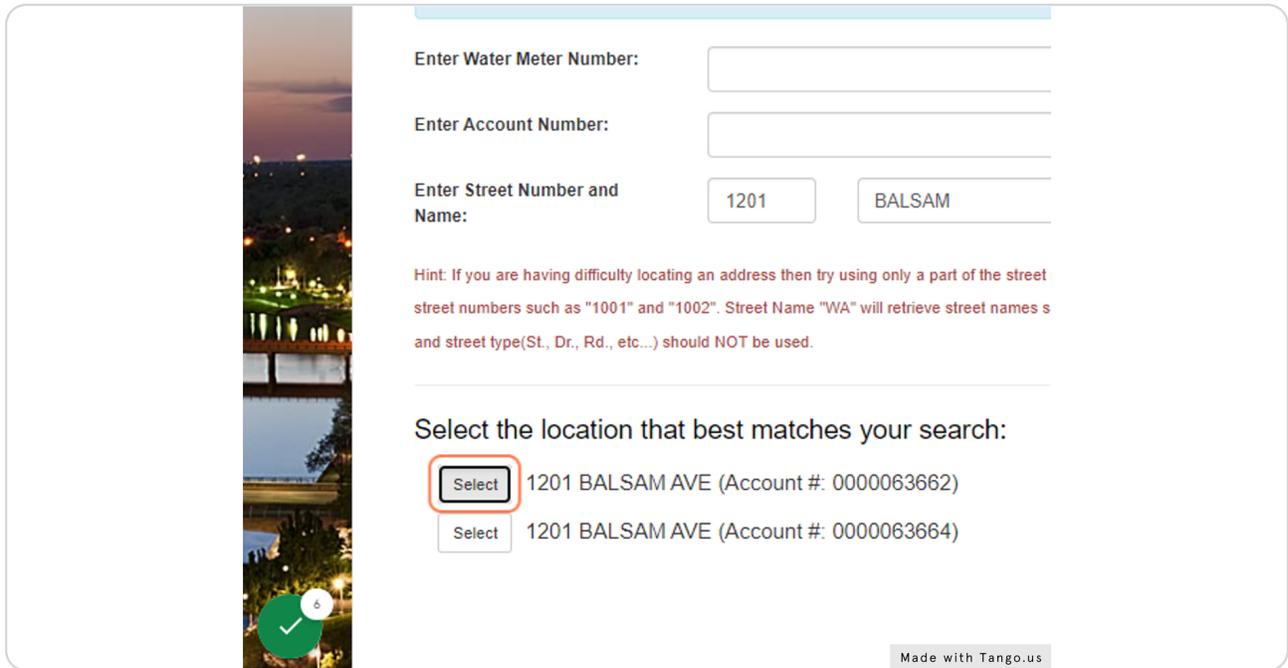
Enter the new device serial number, size, manufacturer, and model.

The Device Type field will automatically populate based on this information.

Certification #: 34549
Account: 0000063662
Customer: 1201 BALSAM OWNERS ASSOCIATION INC
Service Address: 1201 BALSAM AVE

se create a new device:

* Serial Number: 3061145

* Size: 1.25"

* Manufacturer: ZURN/WILKINS

* Model:

* Device Type: 1.25" ZWilkins 350 DC

* Device Use: Domestic

* Location:

ct the date the installation took place:

* Selected Date: MM/dd/yyyy

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Select the Device Use and add Location information, if applicable.

* Serial Number: 3061145

* Size: 1.25"

* Manufacturer: ZURN/WILKINS

* Model: ZWilkins 975 XL

* Device Type: 1.25" ZWilkins RP 975 XL

* Device Use: Domestic

* Location: Boiler room

ct the date the installation took place:

* Selected Date: MM/dd/yyyy

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## Use the calendar button to select the date the device was installed

Click on Confirm

Click the check box to confirm the information you entered is accurate
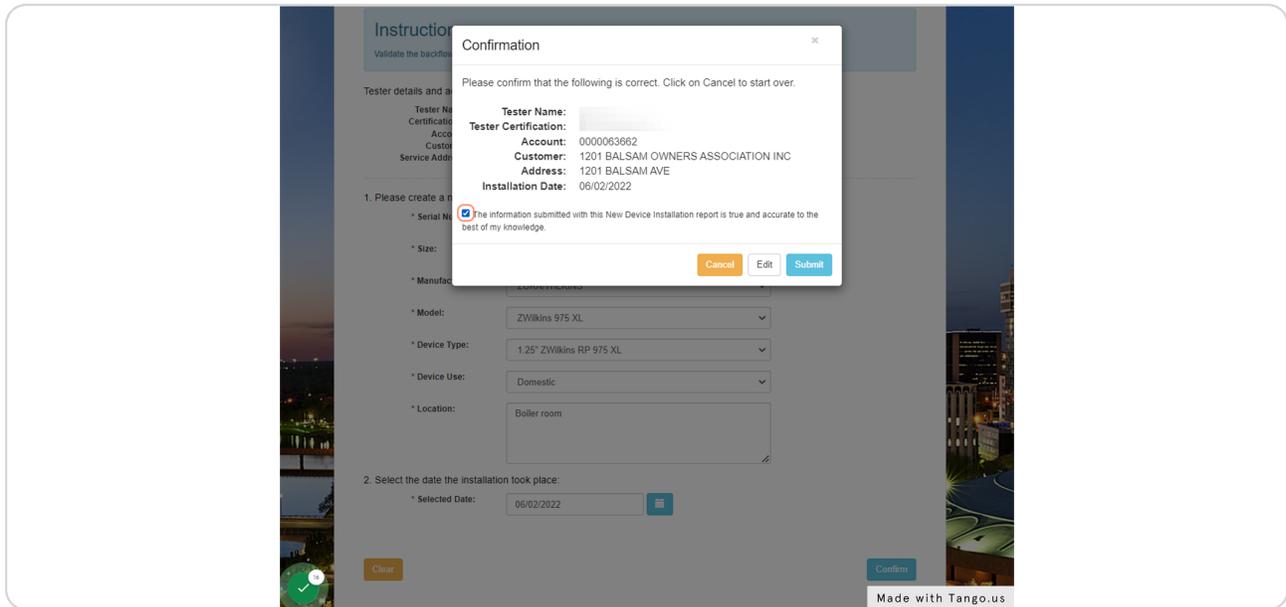
Click on Submit

IMPORTANT: Please proceed immediately with entering the test results for this new device. The city needs to collect additional information on this device that will be entered on the test report form. (Continue reading below!)
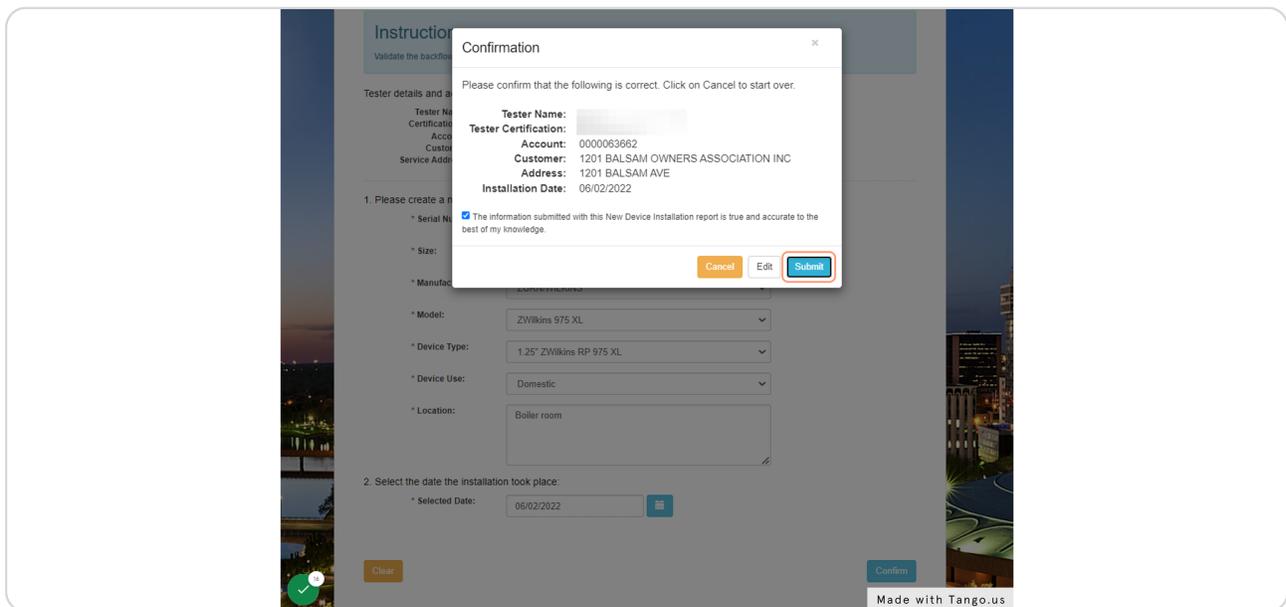
Click on Enter Test to enter a test for the new device

Account: 0000063662

Customer: 1201 BALSAM OWNERS ASSOCIATION INC

Address: 1201 BALSAM AVE

Installation Date: 06/02/2022

☑ The information submitted with this New Device Installation report is true and accurate to the best of my knowledge.

Would like to enter test results associated with this new device installation ? No Enter Test

/pe: 1.25" ZWilkins RP 975 XL

se: Domestic

Fill out the test details and enter notes for the new device.

For new devices, please supply the following in the Notes field:
· Containment type: Isolation, Containment, or Containment by Isolation
· The previous device serial number, is this is replacing a device.
For instructions on submitting a test, please see the "How to Submit a Backflow Test" guide.

Click on Confirm and proceed with submitting the test

For instructions on submitting a test, please see the "How to Submit a Backflow Test" guide.

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