



### Seasonal Public Water System Start-Up Checklist

Please complete this checklist and submit to your local field office within 30 days after opening for the season.

**1) Inspected and maintained well or spring components.**

- Well cap or spring box lid is snug fitting on casing and not broken.
- All well cap bolts are present and tight against the cap.
- Vent or overflow screens are not missing, damaged , or obstructed.
- Electrical conduit is not broken and electrical wires are not exposed.
- Gaskets and O-rings are in place and properly seated.

**2) Inspected and maintained area around the well or spring for potential sources of bacterial contamination.**

**3) Inspected and corrected potential cross connections.**

**4) Flushed distribution system until fresh water has run throughout system.**

**5) Total coliform sample(s) were submitted to a certified lab within 30 days prior to serving water to the public.**

**I certify that I have completed this start-up procedure.**

**Water System Name:** \_\_\_\_\_

**Water System ID** \_\_\_\_\_

**Name (printed):** \_\_\_\_\_ **Date Completed:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Date Opened:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

STATE OF IDAHO  
DEPARTMENT OF  
ENVIRONMENTAL QUALITY  
WWW.DEQ.IDAHO.GOV

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Field Office Use Only	
Date Received:	
Date start-up TC samples received:	
Date Reviewed:	