



**APPLICATION FOR CONSIDERATION FOR THE  
TOWN OF GILBERT RECOGNIZED BACKFLOW ASSEMBLY TESTER LIST**

This application must be completed in full, in order to obtain consideration for the Town of Gilbert Recognized Backflow Assembly Tester List. If an item does not apply, write N/A in that space. Include a copy of all required certifications, calibrations, insurance, and licenses referred to below. You will be contacted by email upon approval of your application which authorizes you to test backflow assemblies in the Town of Gilbert. Please allow up to 1 week for processing.

**Company/Owner Name:** \_\_\_\_\_  
**Business Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_  
**Zip Code:** \_\_\_\_\_

**Business Phone:** \_\_\_\_\_ **Fax** \_\_\_\_\_ **E-Mail** \_\_\_\_\_

Tester Name	Certification #	Date Issued	Expiration Date:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Test Kit Calibration:**

Manufacture	Model	Serial #	Expiration Date:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Arizona Registrar of Contractor's License # \_\_\_\_\_ Type \_\_\_\_\_ Expiration Date \_\_\_\_\_  
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**Insurance Company Name** \_\_\_\_\_ **Insured Amount** \_\_\_\_\_  
**Expiration Date:** \_\_\_\_\_

**I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS CORRECT:**

Print Name \_\_\_\_\_

Company Representative Signature \_\_\_\_\_

## Certified Tester Letter of Agreement

In order to be recognized as a tester for the Town of Gilbert, each tester working for the applying company, along with a company representative, must agree to the following:

1. Notify the Town of Gilbert Backflow Prevention Department, in writing or email of any changes, additions, or deletions to employment, testers, gauge certifications, and licenses held by the company mentioned above as soon as they may occur. Backflow tester certification and/or gauge calibration changes must be received within one month of any updates. Town of Gilbert Backflow Prevention Department must be updated with current proof of insurance, contractor's license, backflow tester certification, and gauge calibration prior to receiving any test reports. Should the Department receive test reports prior to receiving the required updated documents, the report(s) may be returned pending submittal of appropriate information.
2. All test reports submitted must include the following: Assembly make, size, model, serial number, assembly location/address, and type of service (domestic, irrigation, etc.), designated use (containment/isolation), meter number, business name, contact information, and primary business information. Backflow tester's name, signature, certification number, date of test, test kit serial number, and it must denote passing or failing. In addition, all test reports must have company contact information placed on the letterhead (business name, address, phone#). Should any of this information be missing, the test report *will* be returned to the test company/owner for correction. If the completed test report is not submitted prior to the Code Violation due date, the result may be termination of water service to your customer until all test reports have been submitted to the Department.
3. All test reports are to be submitted by *e-mail, or mail* to the location listed below prior to the compliance date (faxed copies will only be accepted upon request from the Department). Department work orders are given out in three 30 day increments, 1<sup>st</sup> notice (30 days), 2<sup>nd</sup> notice (30 days) and 3<sup>rd</sup> notice (30 days). Customer will be placed in a "Code Violation" report if test reports are not received after the 90 day process. Testing should be performed early, as no extensions will be given for any reason including repairs, etc. **Water will be shut off one (1) working day following the Code Violation due date!**
4. Testers who are on the "**Town of Gilbert Recognized Backflow Assembly Tester List**" through a particular company do not automatically stay on the list if they leave that company. Testers must re-submit their information under their new employment company, or submit their company information if they are testing for themselves. Testers working for multiple companies must have their information submitted by each company they work for.
5. It will not be the responsibility of the Department to contact you when documents expire on your account. **It will be the responsibility of the backflow testing company to update all expired documents with the Department.** If a document expires on your account, with not meeting at least one of the 4 valid document requirements (Liability Insurance, Contractors License, Tester Certification, Test Kit Calibration). Your company will be automatically removed from the Recognized Tester List.

6. The Town of Gilbert has a reclaimed water system within Town limits, and is strictly used for lakes and landscape irrigation use only. The Town does **not** require backflow assemblies to be installed within the reclaim water distribution system. However, in selected areas, backflow assemblies are installed within commercial use properties. **NOTE: Any backflow assembly installed on a reclaim water distribution system within Town limits are not to be tested. All assemblies will be painted purple. NOTE: If a backflow assembly tester accidentally administers a backflow test on a reclaim water line. The test kit must undergo disinfection by chlorination in the presence of Town staff, be re-calibrated, and a calibration report be submitted to the Department.**

I have read and understand the above information and agree to comply.

Company Representative Signature	Date
_____	_____
Company Tester Signatures:	Date
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Town of Gilbert  
Backflow Prevention Department  
90 East Civic Center Drive  
Gilbert, Arizona 85296  
480-503-6826  
togbackflow@gilbertaz.gov**