

A Guide to Your Septic System



Homeowner's Onsite System Guide and Record Keeping Folder

Read and follow the Dos and Don'ts list provided herein:

DO

- Conserve water to reduce the amount of wastewater that must be treated and disposed.
- Repair leaking faucets and toilets promptly.
- Only discharge biodegradable wastes into system.
- Divert down spouts and other surface water away from your soil treatment area
- Keep your septic tank cover accessible for tank inspections and pumping.
- Have your effluent screen inspected and cleaned once a year.
- Have your septic tank pumped regularly inspected for leaks and cracks.
- Call a professional when you have problems.
- Compost your garbage or put it in the trash instead of putting it down the sink.
- Make sure any water conditioning or softening equipment is approved for use with your system and that it is properly set for your water conditioning/softening needs and operating correctly.

DON'T

- Flush sanitary napkins, tampons, disposable diapers, condoms, wipes, cat litter and such products into your system.
- Dump solvents, oils, paints, thinners, disinfectants, pesticides or poisons down the drain; these can disrupt the treatment process and contaminate groundwater.
- Dig in your soil treatment area or build anything over it.
- Plant anything over your soil treatment area except grass.
- Drive over your soil treatment area or compact the soil in any way.
- Use a garbage disposal unless your septic tank was sized to handle the required sludge storage volume.

SAFETY FIRST!

- NEVER physically enter a septic tank or other parts of the treatment system. Call your service provider!
- Keep access areas locked at all times to prevent unauthorized entry

Your Local Service Provider is:



To locate a service provider or other wastewater treatment professional in your area, go to www.SepticLocator.com

This folder provides you with essential information about your onsite wastewater treatment system and guidelines for operation and maintenance to keep your system working effectively and trouble-free while protecting water quality and the environment. It also provides a place to keep all documents, records and other information about your onsite wastewater treatment system including your permit, site drawings, records of maintenance and repairs performed, and other information.

System Permit:

Issued to: _____ Date Issued: _____

Address: _____

Legal Description: _____

System Description:

Design Flow (gpd) or Number of Bedrooms: _____

Septic Tank volume (gallons): _____ Number of Compartments: _____

Dosing Tank or Pump Compartment capacity (gallons): _____

Tank(s) Manufacturer(s): _____

Advanced pretreatment Device: Yes No Brand: _____

System Accessories:

- Effluent screen
- Pump or siphon
- Other _____
- Diversion or Alternating Valve
- Distribution box or Drop box
- Control Panel with audible/visible alarm

Dispersal Method:

Trenches or bed (and number): _____ Type of dispersal media (e.g., rock/gravel, fabric wrapped pipe, chambers, polystyrene socks, etc.): _____

- Drip Dispersal
- Spray Irrigation
- Other _____
- At-Grade
- Mound
- Lagoon
- Discharge to lake/river

Dispersal Field Dimensions: _____

Installation Contractor: _____

Address: _____ Telephone: _____

Service Provider: _____

Address: _____

Telephone: _____ Service Contract: Yes No

Pumper: _____

Address: _____

Telephone: _____ Service Contract: Yes No

