Maintenence Record

Date: *Service Performed:* Service Performed by: Cost:

*Service must be performed by licensed and certified septic contractors only*

**Tips to Avoid Trouble**

**DO** have your tank pumped out and system inspected every 3-5 years by a licensed septic tank contractor (this can be obtained from Environmental Health).

**DO** practice water conservation. Repair dripping faucets and leaking toilets, run washing machines and dishwashers only when full, skip long showers, and use water-saving fixtures.

**DO** learn the location of your septic tank and absorption field and keep a sketch of it handy for service visits.

**DO** divert roof drains and the surface water flowing down driveways and hillsides away from the septic system.

**DON’’T** make, or allow to be made, repairs to your septic system without obtaining the required health department permit. Use licensed septic contractors.

**DON’’T** use commercial septic tank additives. These products have not been proven to be effective and may damage your system or the environment.

**DON’’T** use your toilet as a trash can. No dumping non-biodegradable materials into the septic tank, sanitary napkins, chewing gum, cigarette butts, fats, and greases or harmful chemicals down the toilet or drains.

For more information contact: Insert your address here or your website.

Special thanks to the Gwinnett County Department of Water Resources and the Gwinnett County Board of Health for the use of their folder design and content.
Step 1
- Check plans of onsite systems, if available.
- Locate sewer pipe from inside the dwelling.
- Measure distance from sewer pipe to corner of outside wall "L".

Step 2
- Locate sewer pipe from outside the dwelling by measuring distance "L" of the same wall.
- Locate septic tank (should normally be at least 10 feet from dwelling and 1-3 feet below ground surface) by probing area with an insulated metal rod and feeling for resistance. Flag septic tank location.

Step 3
- Begin searching downslope of septic tank to locate the drainfield. (Note: If system has a pump, drainfield can be upgradient of the septic tank.)
- Probe ground every couple of feet with an insulated probe until you hear metal rod contact gravel or probe is wet (not during rainy season) and flag that point.
- Repeat to locate additional drainfield lines (usually 5-10 feet apart and 50-100 feet in length).

Caution: There is some danger in locating an onsite system. It is recommended that you contact a professional to assist you in locating your onsite system.

Safety Checklist
- Never enter the septic tank. Toxic gases are produced by the natural treatment processes in septic tanks and can kill in minutes. Extreme care should be taken when inspecting a septic tank. Never smoke around or near septic tank openings.
- Electrical lights, appliances, or tools are to be kept away from the septic tank and water or wet ground near the system.
- Manholes serve the purpose for inspections and cleaning and should be locked or heavy enough to prevent children from opening them. Keep children and other spectators away from the system.
- Pathogens present in wastewater are also present in the contents of the septic tank. These organisms are capable of spreading infectious disease. Use eye protection and gloves and always wash hands thoroughly with antibacterial soap before eating, drinking, or smoking. Change clothes before coming into contact with food and others after being around an onsite system.
- When attempting to locate your system, be careful of both overhead and underground utility lines including sprinkler systems. Have all underground utilities located before starting.

Caution: When using metal probe, be careful of buried and overhead utility lines!