



FIRST NOTICE

RE: BACKFLOW PREVENTER INSTALLATION REQUIREMENT

Pursuant to the City of Vaughan Backflow Prevention By-law 177-2020, Section 6(2), we are notifying you to retain the services of a **Qualified Company, apply and obtain a Building (plumbing) Permit, and install the backflow preventer noted below** by:

<DEADLINE DATE>

MAKE		SERIAL #	
LOCATION		SYSTEM PROTECTION	

A Building (plumbing) Permit, from the City of Vaughan Building Standards department must be obtained **prior to the installation of the backflow preventer.**

Complete instructions for complying with this notice are included on the back of this page. For further information, please contact our team at 905 832-2281 ext. 3678 or backflow@vaughan.ca.

Sincerely,

Backflow Prevention Program
Environmental Services

encl: How to Install a Backflow Preventer

Please provide a copy of this installation notice to Building Standards when applying for a permit.

HOW TO INSTALL A BACKFLOW PREVENTER

Step 1

Hire

A notice will be sent to the property, and it will include a deadline for when the required backflow preventer is to be installed.

Retain the services of a [Qualified Company](#) that is registered with the City of Vaughan to install the backflow preventer. The [approved Qualified Company list](#) (PDF) can be found at vaughan.ca/WaterBackflow.

If you would like to hire a company that is not listed on the approved Qualified Company list, the company must provide the City with all required documents for review and approval **before** the commencement of any work.

Step 2

Building Permit

A Building Permit must be obtained **before** a backflow preventer is installed or when major plumbing modifications are required to be completed.

Building Permits are now accessible via our portal at vaughan.ca/PermitPortal or contact the City of Vaughan [Building Standards](#) at 905-832-8510 or buildingstandards@vaughan.ca.

To schedule an inspection, contact the [Building Standards Inspections](#) department at 905-832-8511 or buildingstandards@vaughan.ca.

For [Backflow Preventer Building Permit Information](#) (PDF), please visit vaughan.ca/WaterBackflow.

Step 3

Test, Submit, Repeat

The Qualified Company will test the backflow preventer and affix a backflow device test tag after the test.

Within **14 days** of completing the test, submit the [Backflow Preventer Test & Inspection Report](#) (PDF) to the City by one of the following methods:

Mail: City of Vaughan
Environmental Services - Backflow Prevention Program
2800 Rutherford Rd.
Vaughan, ON L4K 2N9

Email: backflow@vaughan.ca

The date your backflow preventer is tested will become the **annual test date**. It is the responsibility of the property owner to ensure all backflow preventers are tested each year by an approved Qualified Company.

The City of Vaughan thanks you for doing your part in protecting and maintaining the quality of water being delivered to residents, businesses, and visitors within Vaughan.