BRAND NEW BACKFLOW PREVENTION ASSEMBLIES REGISTRATION FORM

To: Backflow Prevention Assembly Testers (BPAT's), Builders, Construction Firms, Irrigators, Plumbers and Fireline Contractors

This letter is to inform you of the new procedures for the recording and confirming of NEW residential/commercial backflow prevention assemblies and required testing in the City of Tyler, Texas prior to permit or Certificate of Occupancy. The City has partnered with SC Tracking Solutions LLC, a web based software tool, used to track, catalog and confirm backflow prevention testers and their inspections. The website is www.sctrackingsolutions.com. All testers must register through this website.

As of June 1st, 2017 it will be necessary for backflow prevention assembly testers to submit a current driver license, gauge accuracy and or calibration report, state license and professional documentation, individual and company. You will have an opportunity to upload documents during registration or send them to us via fax or email. The fee for each backflow assembly tested is $11.95 plus state sales tax. This fee is paid upon entering the backflow prevention assembly test results in the online tool. Currently there is not an annual fee to register. Follow the steps below to complete residential/commercial backflow assembly inspections in a timely manner.

COMPLETE THIS FORM FOR EACH NEW BACKFLOW PREVENTION ASSEMBLY
DO NOT TURN TEST FORMS INTO THE CITY.

- **PRIOR TO TESTING THE NEW BACKFLOW PREVENTION ASSEMBLIES** fax or email this completed document for each new assembly to (972) 217-8387 or cs@sctrackingsolutions.com. SC Tracking will validate and then upload the information for you.
- BPAT'S need to go to www.sctrackingsolutions.com. Click BPAT registration and complete the entire process. This process should not take more than a few minutes if documentation is in order and will only need to be completed one time with periodic updates as licenses or certifications expire.
- Please allow 24 hours for SC Tracking to validate your documentation with state and local databases.
- Once validation is complete you will receive a temporary password via email.
- SC Tracking will then email you Catalog # for this address.
- You will then return to the website, log in using your email address and temporary password, type in the Catalog #, complete the test or tests that apply to you and check out. This will complete your obligation to this inspection and be copied to the city. Maintain your test records per state law.
- A copy of the report will be emailed to your registered email and the designated City representative upon completion of the test and checkout.

Address of New Assembly: _____ City: _____ Zip: _____

Building Owner Email: _____

Make: _____ Model: _____ Size: _____ Serial Number: _____

Type: _____ **(RPZ, DC, DCDA, PVB, SVB, RPZ II, DCDA II)**

Serves: _____ **IRRIGATION, DOMESTIC, FIRE, WATER HEATER, BOILER, CARBONATOR, etc..**

Location: _____

Technician/Tester Name: _____

Technician/Tester Email: _____

Please Circle One: Residential Commercial

Email/Scan or Fax to SCTS Customer Service

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