



City of Virginia Beach

FIRE PREVENTION BUREAU
 PHONE (757) 385-4228
 FAX (757) 385-5676
 TTY: 711

VBgov.com
 MUNICIPAL CENTER
 BUILDING 21
 2408 COURTHOUSE DRIVE
 VIRGINIA BEACH, VA 23456-9065

Virginia Beach Fire Prevention Private Hydrant Test and Maintenance Report

Business Name _____ Type of Business _____
 Business Address _____ Zip Code _____
 Responsible Party _____ Phone Number _____
 Responsible Party Email Address _____
 Hydrant Make _____ Hydrant Model _____
 Hydrant Physical Location _____ Hydrant Tag# H- _____
 Hydrant Tag missing ? Yes No

Please be advised that we (owner/occupant) have made the following maintenance and test of the fire hydrant in accordance with the Statewide Fire Prevention Code, National Fire Protection Association 25 and 291. This form must be completed for each hydrant located on the premises.

The Fire Department Emergency Communications Center shall be notified 24 hours prior to flowing any private fire hydrant at 385-5000

Test Type			
Annual <input type="checkbox"/>	5 Year Flow Test <input type="checkbox"/>	New Installation <input type="checkbox"/>	Date Completed:

Report of private hydrant service condition (annual test or 5-year flow test / new installation)

Criteria	Status (Pass/Fail)	Corrective Action (identify)
Accessibility (clear/unobstructed space all around shall not be less than 3 feet)		
Leaks in outlets or at top of hydrant (no leakage allowed)		
Proper drainage from hydrant barrel		
Cracks in hydrant barrel/flange		
Tightness of outlets (wrench tight)		
Worn nozzle threads		
Worn hydrant operating nut		

If the private fire hydrant is found not to be serviceable, immediately notify the following City Departments: Public Utilities 757-385-1400 and Fire Dept. Emergency Communications Center 757-385-5000

Barrel Flow Test (annual test or 5-year flow test / new installation) – Checked boxes indicate “Yes”	<input type="checkbox"/>
Hydrant fully opened?	<input type="checkbox"/>
All foreign material cleared?	<input type="checkbox"/>
Flow duration greater than 1 minute?	<input type="checkbox"/>
Full drainage from the barrel in less than 24 hours? (observed from 4 ½ outlet)	<input type="checkbox"/>
Pump out required?	<input type="checkbox"/>

(Bonnet-Royal Blue #7727) (Barrel-Regal Red #7765)
(Caps-Royal Blue #7727 or Lemon Yellow #7743 if hydrant opens counter clockwise)
All Paint Shall be Rust-Oleum Brand or Equal

Maintenance (annual test or 5-year flow test / new installation) – Check “Yes” if any of the following has been performed	<input type="checkbox"/>
Has rust and scale been removed?	<input type="checkbox"/>
Has the Hydrant been painted during this maintenance?	<input type="checkbox"/>
Has the hydrant been lubricated?	<input type="checkbox"/>
Have the hydrant caps and threads been inspected?	<input type="checkbox"/>
Have weeds and obstructions been cleared from within 3 feet of hydrant?	<input type="checkbox"/>

Flow Test (new installation and once every 5 years) – use 2 ½ outlets for testing

Static Pressure _____ GPM Residual Pressure _____ Flow available at 20 PSI _____
Pitot Reading PSI _____ GPM _____ Test Date/Time _____

Company Information

Testing Company _____
Address _____ Zip Code _____
Phone _____ Email Address _____

The most recent annual and 5-year “Test and Maintenance Report” must remain on premises for review by the Fire Official

All fields must be completed and legible or the form will not be accepted and returned to the owner/responsible person

A copy of this form must be emailed, faxed or mailed to:

Virginia Beach Fire Prevention Bureau
2408 Courthouse Drive,
Building 21 Virginia Beach, Virginia 23456
FAX (757) 385-5676
VBFMO@VBGOV.COM