

# Septic System Inspection Checklist Report

Date: \_\_\_\_\_ Contact Information: \_\_\_\_\_

Technician Name: \_\_\_\_\_ Service Order No: \_\_\_\_\_

Customer Name: \_\_\_\_\_

Address: \_\_\_\_\_

## PRE-INSPECTION PROTOCOL

- Verify customer information and reason for inspection
- Check if any prior septic system records are available
- Interview customer for history of septic issues, if any
- Explain the process and safety measures to the customer
- Set up safety barriers, if necessary

## SITE EVALUATION

- Check for easy access to the septic tank and drain field
- Observe ground condition around the septic system
  - Note any visible signs of system failure (e.g., standing water, odor)
- Measure and record the distance from the house to septic tank and drain field
- Verify local building codes and regulations for compliance

## INITIAL SYSTEM ASSESSMENT

- Inspect condition of cover (e.g., cracks, damage)
- Check liquid levels
  - Above inlet pipe: Yes / No
  - Above outlet pipe: Yes / No
- Inspect baffles or tees
- Measure scum and sludge layers
  - Scum layer: \_\_\_\_\_ inches
  - Sludge layer: \_\_\_\_\_ inches
- Examine tank walls and bottom for cracks or leaks
- Inspect effluent filter (if applicable)
- Clean / Replace as necessary
- Check for unusual objects or substances (e.g., grease, foreign objects)

## DRAIN FIELD INSPECTION

- Conduct a visual inspection of the drain field area
- Probe soil for signs of saturation or failure
- Check condition of inspection ports, if present
- Verify effluent flow in the distribution box (if applicable)

## SAMPLING (IF REQUIRED)

- Take liquid samples for laboratory analysis
- Document sample details and time of collection

## ADDITIONAL SYSTEMS

- Inspect any pumps, siphons, or other mechanical components
- Evaluate alarms and control panels
- Check float switches and electrical connections
- Examine any aerobic treatment units, if applicable

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**SUMMARY AND ANY REPAIR RECOMMENDATIONS:**

**CUSTOMER SIGNATURE:** \_\_\_\_\_

**TECHNICIAN SIGNATURE:** \_\_\_\_\_

Please keep a copy of this report for your records. Scheduled maintenance and timely repairs are essential for the long-term efficiency of your septic system.