

Backflow Preventer Contractors and Testers Registration Renewal 2017

Utilities Kingston requires backflow preventer testers to submit a yearly application form as part of the Cross Connection Control Program (CCCP). This is to ensure that the certified testers listed within the CCCP documents have and maintain all of the requirements with respect to the program.

Please note the fee schedule for 2017. The registration fees are:

Plumbing contractor:	\$100.00 + <u>HST</u>
Cross Connection Control Specialist:	\$25.00 + <u>HST</u> (per tester within the company)

Registration requirements:

Renewals: City of Kingston Contractor License Number

Business information - Name, address, email address and phone number(s)

Tester(s) information - Name, OCOT number, OWWA (or equivalent) number, email, cell number

New Applicants: All above plus a copy of OWWA (or equivalent) certificate for all testers being registered
A backflow preventer test kit calibration certificate.

Note: Testers without a contractor license with the City of Kingston must provide proof of insurance and are limited to testing backflow preventers.

The renewal registration fees must be received no later than **March 31** in order to remain on the 'Certified Backflow Prevention Device Testers List'. **Payment** can be made in person at our office or by credit card over the phone by contacting our receptionist at 613-546-1181 ext. 2337 providing the application is previously received by email: cccontrol@utilitieskingston.com or by mail at the address indicated above.

Please purchase your **Utilities Kingston Backflow Preventer Tags** at this time as they are required on every backflow preventer monitored by this program. The tags are \$5.00 each (**expires after 5 years**) and are **only** available at Utilities Kingston, 85 Lappans Lane, Kingston, ON.

Certified testers are reminded that they are responsible for the installation, maintenance and field testing as per the Ontario Building Code, "CAN/CSA-B64.10/11 as well as being familiar with the City of Kingston by-law No.2006-122. Forms for Cross Connection Control Survey Report and Backflow Prevention Device Reports are to be completed **fully and legibly** and are available, as well as all other forms, on the Utilities Kingston website: www.utilitieskingston.com/Water/Programs/CCCP . (Please use the website forms as they are the most current).

****Note:** Tester's signature on device test and survey reports acknowledges that the information on the report is true and accurate. Any false or misleading information can lead to the removal of a certified tester and/or testing company from the CCCP database of approved testers for an undetermined length of time.

Should you have any questions regarding the program, please do not hesitate to phone our water quality office at 613-546-1181 ext 2196, or e-mail: cccontrol@utilitieskingston.com. *Please ensure the yearly calibration certificates for your test equipment gets forwarded to the CCCP office.

Sincerely,

Dan Michaud

Water Quality Assurance Office, CCCP

Phone: 613-546-1181 ext. 2196

www.utilitieskingston.com/Water/Programs/CCCP, cccontrol@utilitieskingston.com



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 Kingston, ON K7L 4X7
 Tel: 613-546-1181 x 2196
 Fax: 613-544-9842
www.utilitieskingston.com

Please Print Clearly

Plumbing Contractor Information

Business Name	Business Phone Number	City <u>Licensee</u> Number (required)	
Business Address	City	Postal Code	Business e-mail Address

Testers Certification Information #1

Testers Name	Certification Number	OWWA___ ASSE___	Expiry Date
Occupation	OCOT Member ID Number (Required)		Expiry date
Business E-mail		Business Cell Phone Number	

Testers Certification Information #2

Testers Name	Certification Number	OWWA___ ASSE___	Expiry Date
Occupation	OCOT Member ID Number (Required)		Expiry date
Business E-mail		Business Cell Phone Number	

Testers Certification Information #3

Testers Name	Certification Number	OWWA___ ASSE___	Expiry Date
Occupation	OCOT Member ID Number (Required)		Expiry date
Business E-mail		Business Cell Phone Number	

Annual Registration Fee: \$100.00 + \$25.00/Tester + HST *Please note: If the renewal is not received by the March 31 deadline, your name will be removed from the testers list and an administrative fee may be charged to reinstate it.

85 Lappan's Lane PO Box 790 Kingston, ON. K7L 4X7 Attn.:CCCP
 Email: cecontrol@utilitieskingston.com
 Payment by credit card over phone: Receptionist 613-546-1181 ext.2337
 Make Cheques payable to: Utilities Kingston

 Signature of Applicant (PLUMBING CONTRACTOR)

 Date

*****For Office Use Only*****

Registration Approved By (sign.): _____ **Number of Tags Purchased** _____
 Contractor License fee _____
 Tester Fee (\$25ea.) _____
 HST _____

Date: _____ Total Registration Fee Received _____