



Alarm Event Record

Document what happened before details are forgotten.

SAFETY FIRST

Keep people and pets away from sewage, surfacing wastewater, unsecured openings, and wet electrical equipment. Do not open tanks or control panels, enter a tank, or repeatedly reset equipment. Contact qualified local help for hazards or persistent alarms.

1. Property and system details

PROPERTY ADDRESS

SYSTEM MANUFACTURER AND MODEL

PERMIT OR SYSTEM ID

MAINTENANCE PROVIDER

PROVIDER PHONE

2. Alarm event

Record the display exactly as shown

DATE

TIME

WEATHER OR RECENT CONDITIONS

ALARM LIGHT, MESSAGE, CODE, OR SOUND

WHAT WAS HAPPENING JUST BEFORE THE ALARM?

SAFE OBSERVATIONS FROM OUTSIDE CLOSED TANKS AND PANELS

3. Actions and contact

☐ Reduced nonessential water use☐ Kept people and pets away from hazards☐ Photographed the visible display or alarm light☐ Checked the exact equipment manual

WHO WAS CONTACTED AND WHEN?



1. Call details

DATE AND TIME CALLED

COMPANY OR AUTHORITY

PERSON SPOKEN WITH

PHONE OR EMAIL

TICKET OR WORK-ORDER NUMBER

EXPECTED RESPONSE TIME

2. Questions to ask

☐ Meaning of this exact alarm☐ Signs that make it urgent☐ Whether to reduce water use☐ Whether an on-site visit is required☐ What is safe to observe
PROVIDER EXPLANATION AND INSTRUCTIONS☐ Call-out, labor, parts, and reporting costs

ESTIMATE OR QUOTED COST

APPOINTMENT DATE AND TIME

WHO WILL ATTEND

3. Visit outcome

FINDINGS OR DIAGNOSIS STATED BY THE PROVIDER

WORK COMPLETED, PARTS USED, AND SETTINGS CHANGED

FOLLOW-UP, REPORT, PERMIT, OR NEXT SERVICE DATE



AEROBIC SEPTIC OWNER

Ongoing Alarm and Service Log

Use one line per event; attach invoices and reports behind this sheet.

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1. Event history

DATE	ALARM OR CONDITION	WHO WAS CONTACTED	OUTCOME / NEXT STEP

2. Important contacts

MAINTENANCE PROVIDER

PHONE

LOCAL PERMITTING AUTHORITY

PHONE OR WEBSITE

ELECTRICIAN OR OTHER QUALIFIED CONTACT

PHONE

3. Records kept with this log

☐ Permit and site plan

☐ Equipment manual

☐ Maintenance contract

☐ Inspection and service reports

☐ Invoices and parts receipts

☐ Dated photos and alarm notes

Keep this log with the permit, manual, service reports, invoices, and dated photos.