AEROBIC SEPTIC OWNER

Expanded Maintenance & Alarm Log

A printable owner record for system details, recurring checks, service visits, alarms, outages, costs, and follow-up.

Keep this record with: your permit, installation plan, manufacturer manual, service agreement, reports, invoices, and provider contact details. Record observations without opening tanks, touching wiring, or changing treatment settings.

System profile

Property address	
Owner / contact	
Manufacturer and model	
Serial number(s)	
Permit number / local authority	
Installation date	
Service provider / phone	
Contract start / renewal date	
Disposal method / area	
Alarm panel location	

Baseline details

Normal sound / operation	
Known access restrictions	
Recent repairs or replacements	
Household or occupancy notes	

Routine owner observation log

Use the frequency required by your permit, manual, service agreement, and local authority. Record only safe, exterior observations.

Date	Observation / task	Condition or reading	Action / provider contacted	Next date	Initials

Examples: exterior alarm status, unusual odor near the permitted disposal area, visible ponding, sprinkler pattern, unusual noise, service due date, or documentation received. Do not diagnose from this sheet alone.

Service visit and repair record

Attach the technician report and invoice. Ask for the reason, evidence, work performed, and required follow-up in writing.

Date	Provider / technician	Reason for visit	Work / parts / findings	Cost	Follow-up date

Alarm, outage, and unusual-event log

Write the exact panel message or light pattern, what changed, whom you called, and what they instructed. Keep people and pets away from wastewater or affected dispersal areas.

Date / time	Exact alarm or event	Recent weather / water use / outage	Provider instructions and action	Resolved / next step

Safety: Never enter a septic tank, bypass an alarm, alter wiring, open electrical equipment, change treatment settings, or handle wastewater. Follow the instructions for your specific equipment and contact a qualified provider or local authority for site-specific decisions.

Annual review and next-year plan

Complete this review using your permit, manual, service reports, invoices, and provider recommendations.

■ Permit and owner contact details are current	
■ Service agreement and renewal date reviewed	
■ All required visits and reports are present	
■ Alarm and outage events have documented resolution	
■ Unfinished repairs or recommendations are listed below	
■ Provider and local authority numbers are stored where household members can find them	
■ Next year's expected service, sampling, parts, and pumping costs are budgeted	

Open item / recommendation	
Responsible person or provider	
Target date	
Expected cost	
Completion evidence / report	

Annual review date	
Owner initials	
Next scheduled review	