

DATE:

PROPERTY NAME:

PROPERTY ADDRESS:

This checklist helps you prepare your sprinkler system for winter without a technician.

Follow each step carefully to protect your system from freezing. This checklist should be completed each winter season to keep your sprinkler system safe and operational.

*For questions, call us at **314-241-9944**, or email service@boyerfire.com.*

OWNER'S RESPONSIBILITY

Dry System:

- Drain all low point drains regularly (daily, weekly, or month as needed).
- Check drum drips frequently, especially during cold months, and know the locations of each drain.

Wet System:

- Maintain indoor temperatures above 40 °F where water-filled pipes are located.
- Avoid lowering the thermostat to prevent freezing of sprinkler piping, especially near ceilings or outside walls.
- Check for drafts in all areas with pipes.

WINTERIZATION CHECKLIST

1. Close the main control valve on dry system.
2. Open the main drain valve (located under the alarm valve clapper) to prevent accidental tripping.
3. Locate and drain all drum drops and low points throughout the sprinkler system.
4. Exercise/Drain all Inspector's Test Valves (ITVs).
5. Cycle compressor and confirm pressures meet system requirements and drain condensation from the tank
6. Drain condensation from dry pipe valve and ensure the prime level is correct.
7. Close the main drain valve.
8. Open the main control valve to reactive the system.
9. Conduct a valve status test to confirm all are in working condition.
10. Inspect drum drip valves and confirm they're in good condition.
11. Check for any blocked low points.
12. Is there a heater or central heat functioning in the riser room?
13. Ensure the fire alarm control panel is in normal condition.
14. Have drawings and a valve chart on hand for easy reference.

PROPERTY OWNER/REPRESENTATIVE:

DATE: