

## Step 1

### Hire

A notice will be sent to the property which will include a deadline for when the required plumbing modifications are to be completed.

Retain the services of an [Approved Qualified Company](#) that is registered with the City of Vaughan. The [Approved Qualified Company list](#) (PDF) can be found at [vaughan.ca/WaterBackflow](https://vaughan.ca/WaterBackflow).

If you would like to hire a company that is not listed on the Approved Qualified Company list, the company must provide the City with all required documents for review and approval **before** the commencement of any work.

## Step 2

### Test, Submit, Verify

The Qualified Company will correct the plumbing system and if required, test the backflow preventer, and affix a backflow device test tag after the test.

Within **14 days** of completing the test, submit the [Backflow Preventer Test & Inspection Report](#) (PDF) to the City by one of the following methods:

**Mail:** City of Vaughan  
Environmental Services – Backflow Prevention Program  
2800 Rutherford Rd.  
Vaughan, ON L4K 2N9

**Email:** [backflow@vaughan.ca](mailto:backflow@vaughan.ca)

When the identified work is corrected, please notify the City and/or forward photos of the work completed to [backflow@vaughan.ca](mailto:backflow@vaughan.ca) for the City to verify compliance.

## Step 3

### Repeat

The date your backflow preventer is tested will become the **annual test date**. It is the responsibility of the property owner to ensure all backflow preventers are tested each year by an Approved Qualified Company.

The City of Vaughan thanks you for doing your part in protecting and maintaining the quality of water being delivered to residents, businesses, and visitors within Vaughan.