# **EMERGENCY**



# SPRINKLER SYSTEM SHUTDOWN INSTRUCTIONS: Here's How To Protect Your Pipes

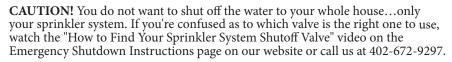
We all know that weather can change dramatically within hours. If we haven't gotten out to professionally Shutdown and Winterize your system and a *sudden freeze* threatens, here's how you can protect your pipes until we can get out to your home.

**Simply print out** (click the icon or PRINT from your browser menu) **and follow the step-by-step sprinkler system shutdown instructions below.** You can also watch the helpful, how-to videos on our website.

**REMEMBER THESE ARE TEMPORARY MEASURES ONLY.** In our climate, a professional Shutdown & Winterization with an air compressor is critical. Otherwise, your pipes can freeze, break and cause costly problems.

# **STEP 1:** Shut off the water to your sprinkler system.

The shutoff valve is often located in the basement or in a utility room or closet. Most shutoff valves are ball valves that have a handle. If the handle is running with the pipe, the water is turned on to the system. To shut the water off, turn the handle 90 degrees until it stops. Typically, the handle has a "stopper" so that you cannot turn it too far.







#### **STEP 2:** Locate the backflow preventer.

This will be on the outside of your house. The device is small and made of metal. A pipe runs from the house into the backflow preventer and another pipe runs out the backflow preventer and into the ground.





#### **STEP 3:** Turn handles on the backflow preventer.

Turn the two valve handles about 45 degrees so that they are half open/half shut. You also will need to take a flat head screwdriver and open the two test ports on the side of the backflow device. NOTE: If your test ports have caps (usually black plastic) remove the caps first before opening the ports.









### **STEP 4:** Open your drain.

If you have an outside drain near the backflow preventer on the outside of your house, open it to drain the water. If there are no drains on the outside of your house, there is probably a drain near your shutoff valve inside your home. When opening the inside drain, have a bucket ready to catch the draining water. Leave all drains open during the winter. For an inside drain, leave a bucket underneath. NOTE: Most systems will have either drains on the outside or one on the inside, not both. And remember, a "drain" can look like a faucet. See the picture in Step 5.





# **STEP 5:** Monitor your inside drain.

Check your inside drain regularly after completing Step #4 to make sure it stops dripping. If it is still dripping a couple days after being opened, either the shutoff valve isn't closed all the way or the shutoff valve is going bad and needs to be replaced by a plumber. NOTE: A drain can look like a faucet, as pictured in the photo at far right.





#### STEP 6 & 7: THAT'S IT! When we come out, we'll take care of the rest.

We will use an air compressor to blow all of the water out of your lines. We will shut down your controller. If an unexpected freeze does happen, completing steps 1-5 is NOT a guarantee that your pipes won't be damaged by winter freezing. However, doing so will certainly improve the odds until we can get out to your home and remove the water from your lines with an air compressor.





