

Town of Christiansburg, Virginia 24073



100 East Main Street ~ Telephone 540-382-6128 ~ Fax 540-382-7338

December 29, 2016

To: Backflow Device Testing Companies
Ref: New Annual Permit for Backflow Testing

ESTABLISHED
NOVEMBER 10, 1792

INCORPORATED
JANUARY 7, 1833

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This letter is being sent in order to inform your business of a new process the Town of Christiansburg is adopting in 2017. The process involves an annual permit for backflow device testing. This new annual permit process aims to make your efforts to provide this service to local businesses easier. If you test more than twenty (20) devices in a calendar year, you will be required to purchase an annual permit. This annual permit may be purchased at the same time that you renew your business license with the Town of Christiansburg.

This annual permit will allow you to test as many devices as you are requested to during the year, without having to pull a permit each time. Test results would be submitted as normal, but the permit portion would no longer be needed with the annual permit. We will be using a single permit to track each device that has been tested at the beginning of the following year. When your business license is renewed, you would pay the total accumulation of devices tested under your annual permit, as well as renew your permit for the upcoming year.

For the year 2017, there will be no fee at the time the permit is purchased. Instead, the fee will be calculated for the permit throughout the 2017 calendar year. On January 1, 2018, you will have a total cost of your permit based on the number of devices tested. For example, if you test 24 devices in 2017 at \$40.80 fee per device, in 2018, when you renew the annual permit, you would pay a fee of \$979.20. While this total is large sum due at once time, it increases efficiency and allows you to build revenue throughout the year while paying for the permit only once.

The process for submitting test results will not change. They can be faxed, emailed, mailed or dropped off at Town Hall. We will track the testing results and the permit fees. Once the renewal process comes, this cost information will be given to Stacy Harris to include with the business license renewal. In addition to this new process, a fee is also being instated for businesses who fail to comply with backflow testing. This fee will be paid by the non-compliant business. This fee aims to encourage more businesses to request backflow device testing and therefore benefit all parties involved.

As always, if you have any questions or concerns about the new process do not hesitate to contact someone in the Building Inspections Office. We thank you for

your cooperation in this matter and your willingness to comply with the backflow testing process and Town of Christiansburg procedures.

Points of Contact:

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