

Search for a Device

Backflow Test Report Online Lodgement Quick Reference Sheet



Overview

This Quick Reference Sheet shows how to **find a Registered Boundary Backflow Device** within Backflow Test Report Online Lodgement.

Things You Need To Know

You will require the following information:

- Device Serial Number, or
- Water / Fire Service Meter Number, and
- Address of Property to confirm the correct meter / device

Search for a device

1. Go to the [Submit Backflow Device Test Reports](#) web page.
2. Enter your **Email Address** and **Password**.
3. Click **Sign in**.

Submit Backflow Device Test Reports

Login to submit backflow test reports for property boundary containment devices.

Email Address

Password

Sign in

Forgotten your password?

New User?

By registering, you will be able to submit property boundary device test reports to the Water Corporation.

To register, you will need your unique Backflow Tester ID Number, your accredited backflow tester's certification and an email address.

If you need help with your Backflow Tester ID Number, please contact the Backflow team on (08) 9373 1412.

Register now

Registration and Login help

The **Search For Property** screen displays.

4. Tick the **I don't know the meter number** checkbox.
5. Click **SEARCH**.

Search For Property

Search by Property Water Meter Number

Enter the property water meter number

SEARCH

I don't know the meter number

SEARCH

The **Search by Backflow Device Serial Number** screen displays.

6. Complete the **Enter the backflow device serial number** field using at least four (4) characters, for example A2290
7. Click **SEARCH**.

Search by Backflow Device Serial Number

Enter the backflow device serial number

A2290

SEARCH

Search for a Device

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The **Property Search Results** screen displays.

8. Select the property that matches the device location.

Note: A maximum of five (5) results will be displayed. If the property required does not appear, click **NEW SEARCH** to search again using more characters to narrow the search results. Alternatively you may need to use fewer characters especially if the serial number contains letters.

A list of matching water meters and devices will display.

9. Select the required device.
10. Click either:
 - **TEST DEVICE:** Select the required meter/device. Complete Test Results and select **Email report** for a copy to be sent to your email address; or
 - **REPLACE DEVICE:** refer to [Add or replace a device](#); or
 - **ADD DEVICE:** refer to [Add or replace a device](#)

No Matching Results

11. If the property search is not successful, click the link at the bottom of the screen under **NEW SEARCH** to manually submit a Test Report.

Search Results

Property Search Results

Your search for Backflow Device Serial Number "A2290" found 4 matching properties.

Select	Address	Suburb
<input type="radio"/>	LOT 893 Eyre St	ESPERANCE
<input type="radio"/>	47 Merlot Way	PEARSALL
<input type="radio"/>	19 Malibu Rd	SAFETY BAY
<input type="radio"/>	LOT 779 Saltbush Crt	WICKHAM

If you cannot find the property you are searching for, please check the following:

- Is the property water meter number correct?
- Is the backflow device serial number correct?
- Is it a property boundary containment device?
- Is the device registered with the Water Corporation?

Click **NEW SEARCH** to search again.

NEW SEARCH

To submit a test report for a property boundary containment device on a property not listed in the table, please click [here](#).

Meters and Devices found for "47 Merlot Way PEARSALL"

Select	Meter Number	Meter Size	Backflow Device Type	Device Size	Device Make	Device Serial	Last Test
<input type="radio"/>	EK1300219	50 mm	Reduced Pressure Zone Device	50 mm	Wilkins	A229047	19/05/2014

*Test Report now with the Water Corporation to be processed.

TEST DEVICE **REPLACE DEVICE** **ADD DEVICE**

Use **TEST DEVICE** to submit a test for an existing device.
Use **REPLACE DEVICE** to replace an existing device with a new device.
Use **ADD DEVICE** to install a new device.

Property Search Results

Your search for Backflow Device Serial Number "255548854587" found 0 matching properties.

Select	Address	Suburb
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If you cannot find the property you are searching for, please check the following:

- Is the property water meter number correct?
- Is the backflow device serial number correct?
- Is it a property boundary containment device?
- Is the device registered with the Water Corporation?

Click **NEW SEARCH** to search again.

NEW SEARCH

To submit a test report for a property boundary containment device on a property not listed in the table, please click [here](#).