Sprinkler system visual checks

Routine owner walk-through between contractor inspections. Record readings; never operate valves.
Reference standard: NFPA 25 (inspection, testing and maintenance of water-based systems). Building: _____
Date: _____ Observer: _____

Observe and record only. Do not operate valves, pull stations, test switches, pumps, releasing devices or control-panel buttons. If something looks wrong, write it down and call your fire protection contractor or fire code official. In an emergency, call 911.

Owner observations

Owner observation	OK	Issue	Notes
Control valves appear in their normal (open) position with seals, locks or supervision intact. (Sealed valves are typically inspected weekly; locked or electrically supervised valves monthly.)	☐	☐	
Gauges are readable and undamaged; record the reading in the log below. (NFPA 25 2023: gauges inspected monthly for condition; water-pressure gauges quarterly for normal supply pressure. Your adopted edition may differ.)	☐	☐	
No visible leaks, corrosion, physical damage or hanging objects on sprinkler pipe.	☐	☐	
Sprinklers are not painted, damaged, corroded or obstructed; storage is kept well below them (commonly at least 18 in. below deflectors).	☐	☐	
Spare sprinkler cabinet is present and stocked, with the matching wrench.	☐	☐	
Fire department connection is visible, accessible, caps in place and not blocked.	☐	☐	
Valve and riser rooms are heated (keep above 40°F) and clear of storage.	☐	☐	

Gauge reading log

Date	Location / gauge	Reading (psi)	Normal? Y/N	Initials

Qualified personnel only

- Opening or closing any valve, main drain tests, waterflow alarm tests and inspector’s test valve tests.
- Dry-pipe trip tests, internal pipe and obstruction investigations, and sprinkler replacement.
- Any impairment — the contractor follows your impairment procedure and notifies the AHJ as required.

Frequencies are plain-English summaries of the referenced NFPA standards as commonly adopted; editions and local amendments vary. Keep your contractor’s official inspection, testing and maintenance reports — this sheet does not replace them.