

Date: \_\_\_\_\_

Please be advised that I propose to re-open my Public Spa on \_\_\_\_\_.

Accordingly, I hereby request the required inspection by your office prior to the above date, this notification being certification that my spa will be so equipped and in such condition as to conform to the Regulation by that date.

\_\_\_\_\_  
Designated Operator of Pool

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner of Pool

\_\_\_\_\_  
Date

Name of Establishment: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Volume of Spa Water \_\_\_\_\_ litres

Surface Water Area \_\_\_\_\_ square metres

**You are required to notify the Health Unit a minimum of two weeks prior to the date you wish to open for the season.**

Please mail, e-mail or fax this completed form to the Health Unit.

**MAIN OFFICE:**

458 Laurier Blvd.  
Brockville ON K6V 7A3  
Tele: 613-345-5685  
Fax: 613-345-7148

25 Johnston Street  
Smiths Falls ON K7A 0A4  
Tele: 613-283-2740  
Fax: 613-283-1679

Email: [protection@healthunit.org](mailto:protection@healthunit.org)

## SPA OPENING CHECKLIST

**This checklist is provided to public spa operators to assist them in preparing for the opening inspection and to minimize delays in opening the spa for public use. All criteria listed below must be in compliance prior to the inspector being on site.**

**This checklist is not meant to replace the regulatory requirements of Regulation 428/05 Public Spas.**

- Spa inaccessible when closed
- Spa deck clean and free of hazards
- Steps delineated and handrail provided
- Depth markings in good condition (where required)
- Vacuum release system operational
- Emergency stop button in working order
- GFCI tested
- Water heater equipped with upper limit cut off
- Self-timing device set for max 15 min. in working order
- Clock available on the spa deck
- Water clarity satisfactory
- Recirculation system up and running
- Automatic dosing device in working order
- Water meter available
- Sufficient fresh spa chemicals available
- Suitable area for safe storage of spa chemicals available
- Test kit with fresh testing reagents available
- Log book started
- Trained operator available on site
- Spa chemistry requirements met ie Free Available Chlorine (FAC) 5 to 10 ppm or Total Bromine (TB) 5 to 10 ppm/ pH in range of 7.2-7.8/ Total Alkalinity (TA) not less than 80ppm
- Emergency telephone available and in working order
- Emergency numbers and procedures posted by phone
- Emergency equipment in good repair and located on deck (reach pole, throwing aid, spine board, first aid kit)
- Required Spa signage in good condition and posted
- Change rooms/washrooms clean and equipped with supplies

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