



FIRE FLOW REQUEST

Hydrant Flow Test / Fire Flow Data Request

Complete all sections that apply and sign at the bottom. Fields under "For Office Use Only" are completed by staff.

1. Requester Information					
Date of Request 		Date Results Needed By 		Requester Type ☐ Design Engineer ☐ Fire Sprinkler Contractor ☐ Developer / Owner ☐ Fire Department ☐ Insurance / Other:	
Requester — Full Name (First, MI, Last) 			Title / Role 		CA License / Cert. No.
Company / Firm Name 			Primary Phone 		
Mailing Address 		City 	State 	ZIP Code 	Alt. Phone
Email Address (results letter will be sent here) 			Additional Email for Copy 		

2. Project / Test Location					
Project Name 			Building Permit / Planning Case No. 		
Test / Project Address 			City 	State 	ZIP Code
Nearest Cross Streets / Intersection 		Parcel / APN No. 	Tract / Lot No. 	Fire Dept. Having Jurisdiction 	
Occupancy / Building Type ☐ Single-Family ☐ Multi-Family ☐ Commercial ☐ Industrial / Warehouse ☐ Institutional / School ☐ Mixed-Use / Other:			Building Area (sq ft) / No. of Stories 		

3. Type of Request & Purpose			
Type of Request: ☐ Witnessed Field Fire Flow Test (flow + residual hydrant) ☐ Fire Flow Data Letter from Records (no field test) ☐ Hydraulic Model Analysis / Available Flow Estimate ☐ Re-Test or Update of a Previous Test			
Purpose of Request: ☐ Fire Sprinkler Design (NFPA 13 / 13R / 13D) ☐ Building Permit / Plan Check Submittal ☐ Development Feasibility / Will-Serve Support ☐ Insurance, ISO Rating, or Other:			
Required Fire Flow (gpm), if known 	Required Residual Pressure (psi) 	Required Duration (hours) 	Prior Test Date / Report No. (if re-test)

MAILING ADDRESS: 34366 YUCAIPA BLVD. C445, YUCAIPA, CA 92399
 PHONE: 888-228-6238 (Mon–Fri, 5:30 a.m.–5:00 p.m. Pacific)
 EMAIL: INFO@HAWTHORNEUTILITY.COM



4. Hydrant & Field Test Details

Complete this section only if a witnessed field fire flow test is requested. Hydrants are operated by Hawthorne Utility Management personnel only. If hydrant numbers are unknown, describe the location and staff will identify the nearest suitable hydrants.

Proposed Flow Hydrant — No. and/or Location 		Hydrant Ownership ☐ Public ☐ Private / On-Site ☐ Unknown	
Proposed Residual (Gauge) Hydrant — No. and/or Location 		Approx. Distance Between Hydrants (ft) 	
Requested Test Date (1st Choice) 	Alternate Test Date 	Preferred Time Window 	Requester or Rep. Will Witness Test ☐ Yes ☐ No
On-Site Contact / Witness Name 		On-Site Contact Phone 	
Site Access, Traffic Control, and Discharge Notes (gates, school zones, storm drain proximity, erosion or drainage concerns, dechlorination needs, etc.) 			

5. Fees, Scheduling & Water Discharge Acknowledgment

A fire flow fee of \$780.00 applies to all fire flow requests on this form, including witnessed field tests, data letters from records, model analyses, and re-tests. The fee is due before the test is scheduled or the results letter is issued. Traffic control, dechlorination, and re-test charges may apply per the current adopted rate schedule. Discharged water is estimated and may be billed. Tests are subject to system conditions, staff availability, and operational priorities; Hawthorne Utility Management may reschedule for emergencies, high system demand, or water quality reasons.

☐ I acknowledge the \$780.00 fire flow fee is payable before scheduling or issuance of results, and that discharge control is my responsibility.

6. Property Owner / Authorized Agent Authorization (complete only if requester is NOT the owner)

As the property owner or authorized agent, I authorize the requester named above to obtain fire flow information and to arrange a fire flow test at or adjacent to this property, and I accept responsibility for the associated fees and for site conditions during the test.

Property Owner / Agent — Printed Name 	Signature 	Date
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7. Requester Certification & Signature

I certify that the information provided is true and accurate. I understand that fire flow test results represent system conditions at the time and location of the test only, are not a guarantee of future available flow or pressure, and do not constitute approval of any fire protection design.

Requester — Printed Name 	Signature 	Date
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Submittal Instructions

1. Email the completed and signed form to INFO@HAWTHORNEUTILITY.COM, or mail it to the address below. Attach a site plan or vicinity map showing the project location and, if known, the preferred hydrants.
2. Staff will confirm receipt, quote any applicable fees, and coordinate a test date or records search. Incomplete forms and unsigned acknowledgments will be returned.
3. Results are issued as a written fire flow letter to the email address provided in Section 1. Questions: 888-228-6238, Mon–Fri, 5:30 a.m.–5:00 p.m. Pacific.

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8. Fire Flow Test Terms & Conditions — Acknowledgment

The following conditions govern fire flow tests and fire flow data furnished by Hawthorne Utility Management (HUM) within the City of Hawthorne water system. By signing below, the requester agrees to these conditions.

1. Tests are scheduled after the \$780.00 fire flow fee is paid and are subject to system conditions, staff availability, and operational priorities. HUM may reschedule or terminate a test at any time to protect water quality, system pressure, or public safety.
2. Only HUM personnel may operate hydrants, valves, or system appurtenances. The requester and its representatives shall not open, close, or adjust any hydrant or valve.
3. Test results reflect system conditions at the specific hydrants, date, and time of the test only. Available flow and pressure vary with system demand, seasonal conditions, reservoir levels, pump and valve status, and system configuration. Results are not a guarantee of present or future available fire flow.
4. Fire flow results are generally considered current for twelve (12) months from the test date for design purposes unless superseded by system changes. The designer is responsible for confirming that data is current before plan submittal.
5. The requester and design professional are solely responsible for applying an appropriate safety factor and for compliance with NFPA standards and the requirements of the fire code official. HUM does not perform, review, approve, or certify fire protection or sprinkler design.
6. Fire flow data provided from records or hydraulic modeling is an estimate and is not a substitute for a witnessed field test unless accepted by the fire department having jurisdiction.
7. The requester is responsible for site access, traffic control, notification of affected occupants, and coordination with the fire department having jurisdiction where required.
8. Discharged water must be controlled to prevent flooding, erosion, and damage to public or private property, and must be managed in accordance with applicable NPDES and stormwater requirements, including dechlorination and sediment control as directed by HUM.
9. Flow testing may cause temporary discolored water, turbidity, and pressure fluctuations in the surrounding area. HUM is not liable for claims arising from such normal and expected effects.
10. The requester assumes responsibility for, and shall indemnify and hold harmless HUM and the City of Hawthorne against, any damage, injury, or claim arising from the requester's activities or from discharge management, to the extent permitted by law.
11. Damage to hydrants, meters, gauges, or any part of the water distribution system caused by the requester or its representatives shall be repaired at the requester's expense.
12. Water used or discharged during a test is estimated and may be billed at the current adopted rate schedule.
13. This form does not authorize any connection to, or withdrawal of water from, a fire hydrant for construction or any other use. A hydrant meter permit and separate agreement are required for such use.
14. This form does not establish or authorize a new fire service connection, detector check, or private on-site hydrant. A separate service application and plan review are required.
15. Water taken from a hydrant without proper authorization and metering constitutes water theft and will be handled in accordance with California Penal Code § 498, including citation and notification of law enforcement and the fire department.

☐ I have read, understand, and agree to the Fire Flow Test Terms & Conditions above.

Requester — Printed Name	Signature	Date

FOR OFFICE USE ONLY — Engineering / Field Operations

Request / Report No.		Work Order No.		Date Received	
Assigned Crew / Staff		Test Date		Test Start / End Time	
Flow Hydrant ID	Residual Hydrant ID		Main Size (in) / Material		Pressure Zone
Static Pressure (psi)	Residual Pressure (psi)	Pitot Reading (psi)	Outlet Size (in) / Coeff.		Measured Flow (gpm)
Calculated Flow @ 20 psi Residual (gpm)		Test Method / Gauge Serial No.		Weather / System Conditions	
Fee Quoted (\$780.00)	Fee Received		Results Letter Issued		Date Issued
	☐ Yes ☐ No ☐ Waived		☐ Yes ☐ No		
Tested By (initials)		Reviewed / Approved By		Date	

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