

INSTRUCTIONS

AN APPROVED CHAPMAN GATE VALVE AND SPANNER WRENCH MUST BE USED ON EACH HYDRANT OUTLET

- 1.) REMOVE HYDRANT CAP
- 2.) INSTALL CHAPMAN IN CLOSED POSITION
- 3.) CHECK OUTLET CAPS. TIGHTEN IF NECESSARY.
- 4.) TO OPEN HYDRANT **(TURN ONLY, TWELVE COMPLETE TURNS COUNTER-CLOCKWISE)**
- 5.) CONTROL THE FLOW OF WATER WITH THE CHAPMAN VALVE, NOT THE HYDRANT STEM

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IF HYDRANT MALFUNCTIONS IN ANY MANNER, VIBRATES WHEN FLOWING, OR WATER BOILS FROM THE BASE OF THE HYDRANT DISCONTINUE USE IMMEDIATELY AND CALL: (503) 823-4874

### Hydrant Shut Down Procedures

1. Close the Chapman Valve.
2. Shut down hydrant by turning in a **clockwise direction 12 complete turns.**
3. Remove the Chapman Valve and check inside the hydrant barrel, to make sure the water level is dropping, before replacing cap.
4. If water is still flowing, the hydrant is not fully shut off, turn in 1/8 of a turn increments until fully closed.
5. DO NOT OVERTIGHTEN THE HYDRANT WHEN CLOSING.