

Expansion tank annual maintenance checklist

The annual expansion tank service is the deep pass: the measurements, cleanings and tests a quarterly round doesn't reach. This checklist keeps the full service on record with the photos that make it defensible later. Work is commonly verified against manufacturer's published instructions. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The plumbing service tech on the annual service, with the tank isolated and the water side relieved so the pre-charge can be read cold. When: Once a year, the only pass where the tank is actually isolated and gauged rather than judged by tapping, and re-charged to match the current system pressure.

Pre-charge

- ☐ **Tank isolated and water side relieved before gauging**
Tank valved off from the system and its water pressure bled down so the air pre-charge is read with no system pressure fighting the gauge. 2 photos required
- ☐ **Pre-charge set to the system fill pressure**
Air pre-charge measured and adjusted to match the system's cold fill pressure at that location per the published instructions, then re-checked after adjustment. 1 photo required

Bladder integrity

- ☐ **Bladder proven intact under charge**
Air valve holds the set pre-charge and blows clean air with no water, confirming the bladder is separating air from water rather than passing it. 1 photo required

Shell, connection and air vent

- ☐ **Shell, tapping and any air vent serviced**
Shell and seam free of corrosion under a close look, connection re-sealed and supported, and any automatic air vent on the tank tapping proven to seat and not leak. 2 photos required