Pond equipment record

Fill this in as you identify the system. Keep the manuals and a few labelled photographs with it.

The pond and its normal running arrangement

Record made by / date	Pond name or location in the garden
Water volume in litres / how established	Fish present / approximate numbers and sizes
Normal water-level mark / photograph reference	Filter arrangement: pump-fed, gravity-fed or not yet known

Equipment - write down the exact model

Item	Make, model and manual / photo reference	Normal setting or observation
Water pump		
Main filter		
Air pump / diffusers		
UVC clarifier		
Heater, top-up or other		

Before changing anything: photograph the normal arrangement, look for the existing instructions and ask about controls you cannot identify. Do not turn an unknown switch or valve just to find out what it does.

Practical help with an inherited pond
https://www.thatpondguy.co.uk/what-to-do-when-you-inherit-a-koi-pond/

Controls and handover

Record confirmed normal positions. Leave uncertain controls clearly marked for advice.

Switches and valves

Label / photo reference	What it controls	Confirmed normal position / setting

Feeding, routine and contacts

Food and measured portion / feeder setting / who to ask if the fish stop eating:

Pond help / contact:

Electrical help / contact:

Before leaving after routine maintenance

- ☐ Normal water level; no unexplained loss or overflow.
- ☐ Valves and waste outlets returned to their confirmed running positions.
- ☐ Water returning, air reaching the intended diffusers and no leaks.
- ☐ Refill stopped or safely controlled; covers and garden access secured.

Leave clear limits for anyone helping: when to stop, what not to adjust and who to contact. Check the actual equipment instructions before servicing it.