

## INSTRUCTIONS FOR CREATING SUBFORM: 5.4-WSH-Annual

**Follow these steps to create the form fields:**

### **STEP 1: Create a Single Select field**

**Description:** 5.4-A-WSH-1: Inspect sprinkler heads for the following: (1) Leakage (2)\*Corrosion (3) Physical damage (4) Loss of fluid in the glass bulb heat- responsive element (5)\*Loading (6) Painting unless painted by the sprinkler manufacturer

**Options:** Yes, No

### **STEP 2: Create a Single Select field**

**Description:** 5.4-A-WSH-1A: Record location and type of issue with sprinkler head.

**Options:** Yes, No