

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

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

### **STEP 1: Create an Info Text field**

**Content:** United Fire

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

**Description:** 5.4-A-FC-3: Perform valve operation test.

**Options:** Yes, No

### **STEP 3: Create a Single Select field**

**Description:** 5.4-A-FC-3A: Operate valve through its full range and returned to its normal position. This test shall be conducted every time the valve is closed. A main drain test shall be conducted any time the control valve is closed and reopened at system riser.

**Options:** Yes, No