

## Sampling Instructions

Only use sample bottles provided by the laboratory. **Samples must be received within 24 hours after sample is taken.** All samples must be kept cold and brought to the drop-off location on ice.

### Lead, First Draw– Green Dot

1. For sampling, select a cold water faucet where you get most of your drinking water (usually the kitchen faucet) which is free from devices that are designed to change the water composition, such as water softeners or point of use filters. **DO NOT** remove any screens or aeration devices.
2. Lead and Copper accumulates in water from pipes as the water sits in the pipe. For this reason, this water sample should be collected from water that has sat in the pipes for at least six hours (called a “first-draw” sample). **Do not run water before collecting.** Best to collect water sample first thing in the morning or allow the water to sit undisturbed for at least six hours.
3. Place the wide-mouth sample bottle (labeled Lead/Copper for Analysis) under the faucet. Open the faucet and collect the first water out of the tap. Cap bottle and be sure to tightly screw on the lid.
4. Clearly mark sample bottle label with your name, sampling date/time, and sampler’s name or initials.

### Coliform/E.coli – Red Dot

1. Find the sterile sample bottle labeled Coliform. **DO NOT** remove the cap from bottle until ready to fill. **DO NOT** rinse the sample bottle. There is a small amount of powdered chemical preservative (sodium thiosulfate) inside.
2. Select a tap that is frequently used but do not use a single handle-mixing faucet, if possible. Wash hands or wear gloves and then remove any aerators, hose attachments, or purification devices. Allow the water to flow full force for 3-5 minutes. Turn water down to pencil size stream so it doesn’t splash.
3. Carefully open the sample bottle, keeping hands away from the inside of the cap or the bottle rim. Note the 100 mL mark on the sterile sample bottle. Fill the sample bottle to just above the 100 mL line. **DO NOT** underfill – a minimum of 100 ml sample is required. If overfilled, **DO NOT** pour out excess.
4. Cap bottle immediately and be sure to tightly screw on the lid.
5. Clearly mark sample bottle label with your name, sampling date/time, and sampler’s name or initials.

### Metals – Red Tape/Pink Label

**Calcium, Copper, Iron, Magnesium, Manganese, Potassium, Sodium**

**Arsenic, Barium, Cadmium, Chromium, Lead, Nickel, Zinc**

**Hardness**

1. Find sample bottle labeled Metals. **CAUTION:** Bottle for Metals (with pink label) contains acid preservative. **DO NOT** rinse the sample bottle.

2. To collect sample, select an indoor faucet and run the water for five minutes (Note: if you have already run the water for five minutes to collect another sample, you do not need to run the water again for this sample.)
3. Slowly fill the bottle with sample water. The bottle should be filled to within one to two inches from the top. Cap bottle and be sure to tightly screw on the lid.
4. Clearly mark sample bottle label with your name, sampling date/time, and sampler's name or initials.

### **Alkalinity – Pink Dot**

1. Find sample bottle labeled Alkalinity. To collect sample, select an indoor faucet and run the water for five minutes (Note: if you have already run the water for five minutes to collect another sample, you do not need to run the water again for this sample.)
2. Rinse the sample bottle by filling 1/3 full with the water, shaking and discarding water. Repeat 2 more times. After you have rinsed the bottle, fill the bottle to the very top leaving little to no empty space. Cap bottle and be sure to tightly screw on the lid.
3. Clearly mark sample bottle label with your name, sampling date/time, and sampler's name or initials.

### **All other Tests (Bottles with no Red Dot, Green Dot or Yellow Label)**

4. To collect sample, select an indoor faucet and run the water for five minutes (Note: if you have already run the water for five minutes to collect another sample, you do not need to run the water again for this sample.)
5. Rinse the sample bottle by filling 1/3 full with the water, shaking and discarding water. Repeat 2 more times. After you have rinsed the bottle, fill the bottle to the top. Cap bottle and be sure to tightly screw on the lid.
6. Clearly mark sample bottle label with your name, sampling date/time, and sampler's name or initials.

#### **Additional Comments:**

Fill out the *Chain of Custody*.

Deliver with sample on ice to drop-off location

The results will be emailed directly to the email address noted on the *Chain of Custody*.

**Please call us at 570-887-4645 is you have any questions.**