

Instructions

BACTERIOLOGICAL ANALYSIS

Use only the bottle supplied by the laboratory. The bottle contains Sodium thiosulfate, a dechlorinating agent; do not rinse the bottle. If a white crystalline material or small amount of liquid is visible inside the bottle, it is the sodium thiosulfate and is a normal condition. If the bottle is damaged or the lid is loose, do not use the bottle; contact this laboratory for a replacement.

- Samples should **not** be taken from drinking fountains, restrooms or hydrants.
- **Do not** sample from taps that are dirty, corroded, leaking around the handle shaft or are surrounded by excess foliage (leaves, flowers, etc.).
- **Never** collect a sample from a hose or any other attachment fastened to a faucet.
- The sample bottle mouth should never come in contact with the faucet.
- **Do not** lay the sample container lid down, splatter water on the lid or container, and never touch the inside of the container or lid (this may cause contamination of the sample). If anything other than water comes in contact with the inside of the lid or bottle, contact the laboratory for a replacement bottle.

SAMPLE COLLECTION

*** Required routine compliance samples must be taken from distribution taps only and not at the well house or tank.***

1. Before taking the sample, remove any strainers, aerators, washers and filtration devices from the tap and then disinfect the tap. You may disinfect the tap with rubbing alcohol, diluted bleach or by flaming the tap with a propane torch (after making sure the flaming will not damage the faucet). If flaming, flame until any water on the tap is driven off. The tap does not need to be heated until the metal changes color. After you disinfect the tap, let the water run from the tap for five (5) minutes. If the tap supplies hot and cold water, flush the hot side for two (2) minutes and then the cold side for three (3) or more minutes.
2. Do not fill the bottle completely; leave a required $\frac{1}{2}$ to $\frac{3}{4}$ inch air space at the top of the bottle. This space allows the sample to be shaken properly at the lab.
3. Place the samples and completed collection form in the shipping container. Forward all samples to the laboratory immediately after collection. Samples must be analyzed within **30 hours of collection**, so it is important that they be sent by overnight mail or hand delivered so that this time limit is not exceeded.

DIRECTIONS FOR COMPLETING FORM

The client is responsible for completing all information above the shaded area. Use a typewriter or a ballpoint pen. Please write legibly if a typewriter is not available.

**Additional bottles are required for Nitrate - Nitrite – Metals analyses. **
Please request these bottles if you need them.

Samples will be accepted Monday through 12 noon on Friday.

☞ There is an additional charge for samples received on Friday. ☞