



PLEASE READ BEFORE SAMPLING

The date, time, and location of where the sample was taken must be noted at time of collection and provided when sample is submitted. For example, well, kitchen sink, service line, bathroom, etc. Do not place a label on the bottle; a permanent marker is recommended.

All samples must be received **within 24 hours of collection**. If they are received after that time, they will exceed the 24 hours hold time and **WILL NOT BE ACCEPTED**.

As soon as you collect the sample, immediately place in *wet ice to begin the chilling process. If sample is held overnight, keep in refrigerator (do not freeze) and place in wet ice for travel to our location. **Frozen samples will not be accepted.**

***All samples must be received in WET ICE (a combination of a little water and ice cubes). Staff must see the sample in wet ice when submitted.**

Bacteria Test

Agencies requiring you to take the sample need to specify to you where the sample should be taken from. Most often the sample is taken from the inside the home or after the treatment equipment at a hose bib (service line). Fill bottle to the 100 ml fill line marked on the container. **Do not rinse out the container, overflow the container or dip the container into water when sampling, or the test will be invalid. Overly full, underfilled, or expired bottles will not be accepted. Place in *wet ice immediately.**

Sample Collection Instructions:

- Remove screen from faucet, if present
- Open faucet or hose bib fully for a couple of seconds then turn off
- Disinfect the faucet or hose bib with unscented household bleach, spraying the bleach around edges and up into the faucet head.
- Let water run for five (5) minutes and then proceed to fill container to the 100 ml line.
- Do not use other types of disinfectant
- Do not use algaecides or scented products
- Do not wipe or touch the sampling faucet after disinfecting
- Do not touch the top edge of the container

Samples are accepted Monday thru Thursday from **8:00 a.m. to 2:30 p.m.** **No samples will be accepted on Fridays, legal holidays, or the day before the holiday.** You may call our office for further information at 239-274-2200.