

**INSTRUCTIONS FOR COLLECTION OF TAP WATER SAMPLES FOR
LEAD AND COPPER ANALYSIS.**

PWS NAME _____

PWS ID NUMBER _____ SAMPLE SITE NUMBER _____

Water samples are being collected to determine the contribution of faucet fixtures and household pipes and/or solder to the lead and copper levels in tap water. This sampling program is required by the Environmental Protection Agency, and is being accomplished through the cooperation of homeowners and residents like you. You are a valuable part of our sampling team, and we are counting on you to collect your samples with care.

1. If you have a water softener on your kitchen tap, collect your sample from the bathroom tap. Do not collect from a tap that is attached to a water softener unless absolutely necessary.
2. There must be a minimum time period of 6 hours during which there is no water run prior to sample collection. Do not intentionally flush the water line before the start of the 6 hour period. The water department recommends that either early morning or evenings are the best sampling times to ensure that the necessary water conditions exist.
3. Remember to turn off your ice maker and avoid sampling from leaky faucets. Do not remove the aerator from your faucet.
4. Use the cold water faucet in the kitchen or bathroom for the sampling. **DO NOT USE THE HOT WATER FAUCET.**
5. Place the sample bottle below the faucet and gently open the cold water tap. Fill the sample bottle to ½ inch below the neck of the bottle and turn off the water. Do not overfill the bottle or let the water run before filling the bottle.
6. Place the cap on the sample bottle and place at the pre-arranged pick-up location. Do not over tighten the cap, as this may damage the threads and cause the sample to leak.
7. IF ANY PLUMBING REPAIRS OR PLUMBING REPLACEMENT HAS BEEN DONE IN THE HOME SINCE THE PREVIOUS SAMPLING EVENT, NOTE THE INFORMATION ON THIS SAMPLING INSTRUCTION FORM. IF YOUR SAMPLE WAS COLLECTED FROM A TAP WITH A WATER SOFTENER, PLEASE NOTE THIS AS WELL.

Questions about the sampling procedure may be directed to our office at _____.

TO BE COMPLETED BY THE RESIDENT:

WATER WAS LAST USED: DATE _____ TIME _____ AM PM

SAMPLE WAS COLLECTED ON: DATE _____ TIME _____ AM PM

I have read the above instructions and have taken this tap sample in accordance with said instructions.

Signature Date

THIS FORM MUST BE COMPLETED BY EACH PERSON COLLECTING A SAMPLE AND SUBMITTED TO THE DEPARTMENT OF HEALTH WITH THE SAMPLE COLLECTION REPORT.