
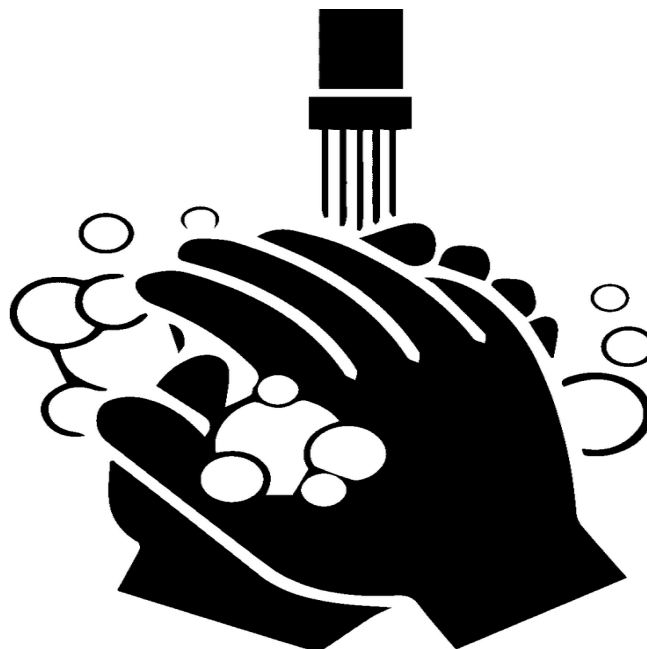


# Water Sampling Guide

Proper sampling of water ensures reliable test results. This step-by-step guide is designed to help you preserve the integrity of your samples prior to testing.

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<b>Contact Information</b>			
Name: _____		_____	
Address: _____		_____	
Phone: _____		email: _____	
<b>Chain of Custody</b>			
Sampled By: _____		Sample Date/Time: _____	
Location: _____		_____	
Sample Source: _____		_____	
Client Sample ID: _____		Temp.: _____ °F °C	
Received By: _____		Date/Time: _____ Temp.: _____ °F °C	

1. Fill out the highlighted section of the chain of custody document.



2. Thoroughly wash hands with soap and water.



3. Unscrew and remove the aerator from the faucet.



4. Thoroughly wipe clean with a disinfecting wipe.



5. Fully open the cold water tap and allow water to run for 5 minutes to completely purge the water supply lines.



6. Reduce the flow of water to a steady stream about the width of a pencil.



7. Do not open the sampling bottle until ready to sample. Unscrew the lid, being careful not to touch the threads, mouth of the bottle, inside of the bottle, or inside of the lid. (Only the sterile Colitag® bottle will have a seal which must be removed before sampling.)



8. While sampling, hold lid upside down so as to prevent contamination. Do not set lid down.





9. Insert sampling container into the water stream to collect the sample. Sampling should be done about 2 inches below the spout. Do not allow the spout or any other part of the faucet to come in contact with the bottle.



10. Fill bottle to fill line. Do not overfill or underfill. If no fill line is present, fill to neck of bottle.



11. Tightly cap sampling bottle and seal inside provided zip-lock bag. Repeat steps 7-11 for every sampling bottle provided.

- Once samples are collected they should be refrigerated at 4°C (39°F).
- When returning samples to the lab, they should be transported in a cooler and on ice.
- Only water ice should be used. Freezer Packs, dry ice, and other ice substitutes should not be used.
- Return to the lab as soon as possible after sampling.