



A Division of Nevada Analytical Services | EPA Laboratory ID NV000923

Instructions For The Collection Of Water Samples For Inorganic, Organic & Microbiological Examination

This sample kit is to be used to sample from a SINGLE location. If you want to sample another location (for example, your kitchen or bathroom) you need to purchase another kit.

Please read instructions carefully PRIOR to collecting your water sample.

1. First things first, place the ice pack in your freezer long enough to freeze prior to collecting and shipping your sample.
2. Choose a sampling site to collect your sample, usually the kitchen sink (since it is typically the most used point-of-use water source). If the sample is collected from an outside source such as a spigot, disconnect any hose attached to that spigot (water collected from a rubber hose may not give accurate results).

Important! Make sure to sample your water the same day you plan on shipping it back!

3. If there is an aerator or other device on the faucet outlet, remove this before taking the sample.
4. Clean the end of the faucet with alcohol or dilute bleach solution (1 bleach-bottle capful of bleach in 1 gallon of water).
5. Allow the cold water to run for two minutes or for sufficient time to clear the water line.
6. Reduce the flow to a gentle stream prior to filling each bottle:

a. **Microbiological Container**



To be used with Well Verify, City Verify and Microbiological kits.

- i. This sample is collected in a plastic sterile container. DO NOT touch the inside of the cap or bottle.

Make sure to fill the bacteriological sample container to the fill line (Marked on the container as 100mL) without rinsing or overfilling. The white powder (or pellet) in the container is Sodium Thiosulfate - ***do not ingest***. Do not rinse bottle (Just fill it to 100mL line).

b. **Inorganic Containers**

- * The colorless container is to be used with Well Verify and City Verify kits.
- * The amber-colored container is to be used for Arsenic Speciation and Hexavalent Chromium kits.

- i. Simply fill these containers to the very top with your water, leaving no head space (no air bubble).
- ii. When filling this container, overfill it slightly so the water level “beads” just above the top of the container. Invert the vial (do not shake) after you cap it and ensure there is no air bubble. If there is a bubble, make sure it is no larger than an average sized pea.



Test Your H2O

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c. **Volatiles Vial**

This vial is only present if you ordered a City Verify, Volatile Organic Compounds (VOC), or Benzene kit.

- i. This glass vial is preserved with Hydrochloric acid.
- ii. DO NOT rinse this vial.
- iii. Some sampling kits contain two of these vials, if so, fill them both.
- iv. When filling this vial, overfill it slightly so the water level “beads” just above the top of the container.
- v. Cap the vial, but don’t over-tighten.
- vi. Invert the vial after you cap it and ensure there is no air bubble. If there is a bubble, make sure it is no larger than an average sized pea.
- vii. Place the filled vial into the provided bubble-wrap bag.

7. **Complete the chain of custody form, filling out the following information:**

a. **Reporting information.**

b. **Sampling Information...**

- i. Sample Identification (sample address or site where sample was taken).
- ii. Date & Time sample was taken.
- iii. Where the sample was taken from (kitchen sink, well head, outside spigot...)
- iv. Filter type (if any).

c. **Sampled by (Name and Signature).**

d. **Relinquished by...**

- i. Print and sign your name. Also indicate the date and time.

8. **Place the ice pack and sample bottles back into the insulated shipper and return to the laboratory within 24-hours.**

Shipping Instructions (*The FedEx return label is only included with prepaid kits ordered on website.*)

Once the ice-pack and sample bottles are in the insulated shipper and the styrofoam cover is firmly in place, tape the shipping kit closed.

The sample must be returned within 24-48 Hours.

FedEx Return Shipping (*Your FedEx return label is included with your pre-paid online order.*)

Simply affix the shipping sleeve with the *return label* to the top of the box and drop-off at your nearest FedEx store or shipping center.

Find one here: https://www.fedex.com/locate/index.html?locale=en_US#

You will receive your results within five-working days from the date the laboratory receives the returned sample!