

Suggested Directions for Homeowner Tap Sample Collection Procedures

These samples are being collected to determine the lead and copper levels in your tap water. This sampling effort is required by the U.S. Environmental Protection Agency and your state, and is being accomplished through the cooperation of homeowners and residents.

A sample is to be collected after water has been sitting in the pipes for an extended period of time (i.e., no water use during this period). Due to this requirement, either early mornings or evenings upon returning from work are the best times for collecting samples. The collection procedure is described in more detail below.

1. Prior arrangements will be made with the customer to coordinate the sample collection event. Dates will be set for sample kit delivery and pick-up by water department staff.
2. **A minimum of 6 consecutive hours during which there is no water use throughout the house must be achieved prior to sampling.** After water has been allowed to sit uninterrupted in the pipes for a minimum of 6 consecutive hours, the sample may be collected. This sample should be a “first draw” sample (i.e. the sample consists of the first water drawn from the piping after the period of no usage). It is recommended that the period of no water usage prior to collection of the “first draw” sample not extend longer than 18 consecutive hours. The water department recommends that either early mornings or evenings upon returning home are the best sampling times to ensure that the necessary stagnant water conditions exist.
3. **A kitchen or bathroom cold-water faucet** is to be used for sampling. **BLOW UP THE SAMPLE BOTTLE (cubitainer).** This can be done by placing your mouth over the opening of the cubitainer and blowing into it. Place the blown up sample cubitainer below the faucet and gently open the cold water tap. **Fill the sample cubitainer to the lip of the bottle just below the opening and turn off the water.**
4. Tightly cap the sample cubitainer and place in the sample kit. Please fill out the information below and make sure it is correct.
5. IF ANY PLUMBING REPAIRS OR REPLACEMENT HAS BEEN DONE IN THE HOME SINCE THE PREVIOUS SAMPLING EVENT, NOTE THIS INFORMATION BELOW.
6. Place the sample kit outside of the residence in the location of the kit’s delivery so that water system staff may pick up the sample kit.

Call _____ at _____ if you have any questions regarding these instructions.

NOTES: Have any plumbing repairs or replacements taken place in your home in the past 3 years? If so, please describe.

DO YOU HAVE A WATER SOFTENER? ☐ Yes ☐ No

DO YOU HAVE A POINT OF USE DEVICE TO REMOVE INORGANIC CONTAMINANTS: ☐ Yes ☐ No

TO BE COMPLETED BY RESIDENT

Water was last used: Time: _____ Date: _____

Sample was collected: Time: _____ Date: _____

I have read the above directions and have taken a tap sample in accordance with these directions.

Name (Print): _____ Date: _____

Signature: _____