Sampling Instructions - Fill all bottles for each sampling location – Read all instructions before you begin

1. Running the water

- Remove screens/aerators from the tap (or use one without a screen such as your bathtub).
- Disinfect the end of the tap by submerging it in a bleach solution for approximately 30 seconds. Rinse all of the bleach off of the faucet completely prior to sampling.
- Run the cold water only for the appropriate amount of time:
- **Well In Use – run water 5-10 minutes**
- **New Well – run water 30-60 minutes**
- **Well Not In Use – run water 2 hours**

2. Collecting the Bacteria Sample:

- Keep the sample bottles closed until they are ready to be filled. Be careful not to touch the inside of the bottle or cap. Do not lay the cap down or put it in your pocket. *If you think you may have contaminated the sample or bottle, do not submit the sample. Get a new kit from the lab.*
- This sample bottle contains either a small pill or powder. DO NOT RINSE THIS OUT! This substance inactivates any small amounts of chlorine present in the water sample.
- Uncap the sterile bacteria bottle and fill it without overflowing or splashing water in the bottle. Fill the bottle almost to the top, leaving a small air space so the sample can be shaken at the lab. **There needs to be at least <u>100 mLs</u> in the bottle or you will need to re-sample. Recap the bottle tightly to ensure that it does not leak.*******Please make sure that the bacteria container's sterile seal is intact and the cover is on tightly prior to taking your sample. If you feel that a container is suspect please call the lab for a replacement. Care should be taken to avoid contamination of the sample with dirt, or anything other than fresh tap water as you fill the container.***

3. Collecting the Mineral / Metals Sample

Fill to here →

Uncap **<u>BOTH</u>** bottles and fill to the shoulder with water. Screw the cap on tightly to ensure that they do not leak.

Analytical methods for Nitrate & Nitrite require samples to be submitted on ice and received at the laboratory equal to or less than 6°C . A sealed plastic bag filled with ice or ice-packs may be added to your test kit if you so choose. Samples submitted for non-compliance purposes that do not meet these requirements can be processed and reported with qualified data if the client checks "Yes" on the Chain of Custody.

4. Collecting the Radon Water (Glass Vial):

Fill the bottle gently, avoiding agitation as much as possible. Agitating the water speeds the release of radon gas. Fill the bottle completely full to overflowing, so that there is no air left in the top (no "head space"). Screw the cap on tightly. Check to make sure that there are NOT ANY AIR BUBBLES IN THE BOTTLE by flipping it upside down. If there is any air in the sample bottle then it should be emptied, flushed out and a fresh sample should be collected.

5. Information Sheet:

Fill out the information sheet completely and legibly, sign the bottom.

<u>Samples will NOT be tested if:</u>

- The sample is more than 30 hours old when received
- We detect chlorine
- The collection date and/or time is missing
- There are not 100 mLs in the bacteria bottle
- All bottles are not filled

For a complete copy of our sample acceptance policy please visit our website at http://allaboratory.com/pdfs/sampleacceptancepolicy.pdf

6. Delivery Options:

- Ship your sample in the padded envelope that you received the kit in. Attach the address label to the outside of the envelope and bring it into the post office (postage fee required).
- Hand-deliver your sample to 155 Center Street, Building C, Auburn, Maine 04210
- Drop your sample off in the padded envelope that you received the test kit the same day it is collected at one of the free shipping locations included in this test kit.

Samples can be dropped off at the lab Monday - Friday from 8:00am to 4:00pm.
DO NOT mail samples on Saturday, Sunday or the day before a legal holiday.

A&L Laboratory is accredited by the State of Maine Laboratory Accreditation Program.

A&L Laboratory reserves the right to subcontract work to another accredited laboratory at any time, should the need arise. Reasons for subcontracting work may include but is not limited to excessive workload, temporary incapacity or requested testing beyond the laboratory's expertise or accreditation. The laboratory performing the subcontracted work shall be indicated on the final report and any non-Maine accredited work will be clearly identified.

www.allaboratory.com
Laboratory ID# ME00021

For a current list of accredited analytes please view our fields of accreditation on our website:

www.granitestateanalytical.com
Laboratory ID# NH00003