

Suggested Directions for Homeowner Tap Sample Collection Procedures

Please read the following directions prior to collection of the sample.

1. The client may sample at any time and return the bottle with payment and a completed Chain of Custody within 14 days of sampling. Samples and payment may also be mailed.
2. There must be a minimum of 6 hours during which there is no water used from the tap the sample is taken from and any taps adjacent or close to that tap. The water department recommends that either early mornings or evenings upon returning home are the best sampling times to collect the sample.
3. A kitchen or bathroom cold-water faucet is to be used for sampling. Be sure to use a faucet that has been in recent general use by your household. If you have a water softener on your kitchen tap, collect your sample from the bathroom tap that is not attached to a water softener, if possible. **Do not remove the aerator prior to sampling.** Place the opened sample bottle below the faucet and gently open the cold water tap. Fill the sample bottle to the line marked “1000-mL” and turn off the water.
DO NOT FLUSH ANY WATER FROM YOUR FAUCET PRIOR TO FILLING THE BOTTLE
4. Tightly cap the sample bottle and place in the sample kit provided. Please review the sample kit label at this time to ensure that all information contained on the label is correct.
5. ***IF ANY PLUMBING REPAIRS OR REPLACEMENT HAS BEEN DONE IN THE HOME SINCE THE PREVIOUS SAMPLING EVENT, NOTE THIS INFORMATION ON THE LABEL AS PROVIDED. ALSO IF YOUR SAMPLE WAS COLLECTED FROM A TAP WITH A WATER SOFTENER, NOTE THIS AS WELL.***
6. Results of this sample will only be reported to the client or to others at the discretion of the client.

Call our front office at 503-639-9311 or email to mail@alexinlabs.com if you have any questions regarding these instructions.

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.		
Signature	Date	

