

## Volatile Organic Compound (VOC) Sampling Instructions

**Contents:** (1) 250 mL amber bottles (4) 40 mL clear VOA vials (2) 40 mL VOA Trip Blank



### Notes:

- Do not pre-rinse glassware – sample bottles and vials contain preservatives that must be present when sample is taken.
- Do not over tighten lid – over tightening may cause breakage.
- Do not allow air bubbles to remain in VOA vials – samples containing air bubbles will be rejected in the lab upon receipt.
- Do not open or tamper with Trip Blanks

1. Collect samples from a tap or spigot in a location free from chemical vapor (i.e. car exhaust, fuels, paints, solvents, etc.). We recommend that the water be allowed to run 10 minutes prior to sampling.
2. Reduce the water to a narrow, steady stream. Remove the cap from the 250 mL amber bottle and slowly fill just to the neck of the bottle. Replace cap on the bottle. Do not shake or swirl. Wait 2 – 3 minutes.



3. Remove the caps from the 40 mL VOA vials. Remove the cap from the 250 mL amber bottle and gently fill a 40 mL VOA vial until water rounds above the lip of the mouth, forming a dome. While ensuring no air bubbles remain, replace 40 mL VOA vial cap and carefully tighten. Turn vial upside down and gently tap to check for air bubbles. If air bubbles exist, remove cap, DO NOT dump out contents, and gently top-off vial again with water to create a dome and gently recap. Repeat for remaining 40 mL VOA vials and label appropriately.

4. Fill out all sample information on sample labels AND chain-of-custody completely.
5. Chill all samples on ice immediately upon collection. Samples received the same day as sampling MUST show evidence of cooling. Samples taken one or more days prior to receipt must arrive at 2 – 6 °C (35.6 – 42.8 °F). Samples not passing the temperature criteria will be REJECTED.

