

## Sample Collection/Submission Guideline for Drinking Water Lead

### **Before you begin, consider:**

- Sample location: Take the sample from a kitchen or bathroom cold water faucet, or at a water fountain. (Do not sample at an outside spigot or faucet, a faucet you rarely use, or a faucet that has a water filter or softener.)
- Do not use the water in the home for a minimum of 6 hours before you take the sample. It is best to collect lead samples first thing in the morning. Do not sample after a vacation or other extended time away. Do not flush prior to the 6 hour period.
- Sample bottle (1-L cubitainer): Obtain a new sample bottle and a Sample Chain of Custody (COC) from the Laboratory (included in the test fee.) Do not remove the sample bottle cap until you are ready to sample.
- A different sample bottle must be used for each sampling site and one COC is needed for each sample.

### **How to collect the sample from a faucet or drinking water fountain:**

1. Do not remove the faucet aerator if one is present.
2. Remove the cap from the sample bottle, inflate the bottle by pulling the bottom, and place the bottle under the faucet or the drinking water fountain that is being tested.
3. If there is only one faucet handle, make sure it is in the cold-water position.
4. Slowly turn on the cold water, as if filling a glass of water.
  - Fill approximately half the bottle (about 500ml or 2 cups.)
5. Screw the cap back on the bottle. Make sure the cap is on securely. Turn the bottle upside down to make sure the water does not leak.
6. Document the date and time and location you collected the sample on the bottle.
7. Place the sample bottle on ice for transportation.
8. Samples must be delivered to the lab the same day, if possible. If not, the next day.
9. Complete the Submission Form (Chain of Custody Form for Lead in Drinking Water.)
10. Submit the sample and the completed Submission Form.