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STATE CERTIFIED IN BACTERIAL ANALYSIS OF
DRINKING WATER

VA Lab ID # 00206

Order Number:	SAMPLE COLLECTION INFORMATION*			
SAMPLE OWNER INFORMATION*	Date:	Time: <small>AM PM</small>	Collected by:	Cl Residual: <small>mg/l</small>
Name:	CHAIN OF CUSTODY*			
Street Address:	Relinquished by:	Received by:	Date:	Time: <small>AM PM</small>
City: State: Zip:	Relinquished by:	Received by:	Date:	Time: <small>AM PM</small>
Phone: () - () -	Fax: (optional) () -	Relinquished by:	Received by:	Date: Time: <small>AM PM</small>
SAMPLE COLLECTION LOCATION*	TEST(S) REQUESTED*			
Street Address or Legal Description:	<input type="checkbox"/> Bacteria - Sample must be collected in IDEXX 100 mL bottle <input type="checkbox"/> Standard Chemical Analysis – any <i>clean</i> bottle acceptable <input type="checkbox"/> Other: _____			
Zip: County:				
Does this well serve the public? Yes No	LABORATORY RESULTS			
If yes, PWSID #: _____	Colisure – Presence / Absence Method (SM 9223)			
WELL CONSTRUCTION	<input type="checkbox"/> Safe (Coliform Absent) <input type="checkbox"/> Unsafe (Total Coliform) <input type="checkbox"/> Unsafe (<i>E. coli</i>) <input type="checkbox"/> Invalid (Submit another sample)			
Date Constructed: Permit #:				
Tax ID #:				
Construction Method: <input type="checkbox"/> Drilled <input type="checkbox"/> Driven Point <input type="checkbox"/> Other: _____	Chemical Analysis			
SAMPLER INFORMATION	Hardness: _____ gpg			
Company: Contact:	TDS: _____ mg/l			
Street Address:	Iron: _____ mg/l			
City: State: Zip:	Manganese: _____ mg/l			
Phone: () - () -	Nitrates: _____ mg/l			
	pH: _____			
	Other: _____			
	Other: _____			
COMMENTS / ADDITIONAL INFORMATION	Cl Res @ Lab: _____	Lab Use Only		1 2 3 F: _____
	Test Rec'd	<small>AM PM</small>	<small>Initial</small>	Test Start <small>AM PM</small> <small>Initial</small>
	Date: _____	Time: _____		Date: _____ Time: _____
	Test Read	<small>AM PM</small>	<small>Initial</small>	Test Disposal <small>AM PM</small> <small>Initial</small>
	Date: _____	Time: _____		Date: _____ Time: _____

* indicates required field

SAMPLING PROCEDURE FOR BACTERIA TESTS

- 1) Choose a sample faucet carefully; this is a sensitive, sterile procedure. The faucet at your pressure tank is the best choice; any other rigid, all metal faucet is fine. Remove any faucet screens or other attachments.
 - DO NOT USE any of the following when drawing a sample:
 - a faucet with an aerator unless the aerator assembly has been removed.
 - a swing faucet.
 - a hose or plastic fitting of any kind.
- 2) Run water for 5-10 minutes at your sample faucet *and* your bathtub or an outside faucet. Turn off the sample faucet but leave the other faucet running – this is to ensure the sample is coming directly from the well.
- 3) Wash your hands thoroughly with antibacterial soap and water.
- 4) Using alcohol or bleach, sterilize the sampling faucet.
- 5) Turn on the water at the sample faucet, and while the well pump is running...
- 6) Peel off and discard the plastic shrink-wrap, then carefully remove the lid from the sample bottle.
 - DO NOT touch inside or cap or mouth of bottle, contamination may result in a false positive test result.
 - Place cap upside down on a clean dry paper towel.
- 7) Fill the sample bottle with water.
 - DO NOT rinse white crystals out of sample bottle, as they are required for analysis.
 - Fill bottle *over* the 100 mL mark; excess water is needed to measure chlorine residual unless measured on site.
 - On site measurement of chlorine residual is required for all public water systems.
- 8) Replace cap securely.
- 9) Record the date, time, and sample collectors name on the top right corner of the lab slip.

INSTRUCTIONS FOR SAMPLE TRANSPORTATION FOR BACTERIA TESTS

- 1) All samples must be received at May Supply within 8 hours of the time collected.
- 2) Because this is a 24-hour test, we do not accept samples for bacterial analysis on Fridays or the day before a major holiday.
- 3) Samples must be kept cool during transportation.
- 4) DO NOT freeze any sample at anytime.

OTHER NOTES

- 1) For bacterial analysis, samples **MUST** be drawn directly from the sample faucet into an IDEXX 100 mL vessel from May Supply.
- 2) If you are requesting both bacterial **AND** a standard chemical analysis, two samples must be submitted.
- 3) For a standard chemical analysis any clean, tight sealing, 200 mL or larger vessel is acceptable. An empty water bottle is a good choice. Rinse whatever bottle you choose with plenty of the water to be sampled.