

WSSN No. / Parcel ID No. / Pool Serial No.		Well Number	Time Received _____ Temperature _____ Initials _____	Sampled 0-24 hours ago: On ICE? Y / N  Sampled 25-47 hours ago: must be 33.8°-42.8°F
		If the sample is from a well, was it recently chlorinated?		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Sample Source – Check One</b>		<b>Sampling Purpose – Check One</b>		
<input type="checkbox"/> Single Family Dwelling <input type="checkbox"/> Type I (Community, Apartment, Subdivision, Mobil Home Park with 25 or more residents year-round) <input type="checkbox"/> Type II (School, Industry, Restaurant, Office, etc. serving 25 or more persons – 60+ days per year) <input type="checkbox"/> Type III (All other Public Supplies, Duplex, Small Office, etc) <input type="checkbox"/> Other (describe) _____		<input type="checkbox"/> Routine Monitoring / Real Estate Transaction <input type="checkbox"/> Repair / Construction / New Well <input type="checkbox"/> Repeat Sample / Water Quality Problem <input type="checkbox"/> Other (describe) _____		
		<b>Sample Point of Origin – Check One</b>		
		<input type="checkbox"/> Kitchen Tap <input type="checkbox"/> Bathroom <input type="checkbox"/> Pressure Tank Sample Tap <input type="checkbox"/> Outside Tap <input type="checkbox"/> Other (describe) _____		
<b>Billing Information</b>		<b>Mail Information (If Different from Billing Information)</b>		
Name		Name		
Address		Address		
City, State, Zip Code		City, State, Zip Code		
Phone Number	Results to be sent to County Health Department? Circle Below		Phone Number	
Email	Ottawa	Muskegon	Email	
	Kent	Allegan Calhoun		
<b>Sample Collection Information</b>		<b>Date Collected</b>	<b>Time Collected</b>	
Address of Collection Site		Name of Person Collecting		
<input type="checkbox"/> Private Citizen <input type="checkbox"/> County Personnel <input type="checkbox"/> Analyze the sample even if EPA Specified Hold Times have been exceeded.		<input type="checkbox"/> MDEQ Staff <input type="checkbox"/> MDA Staff <input type="checkbox"/> Licensed Water Supply Operator License Number _____		
<b>Test Request Information</b>				
<input type="checkbox"/> Potable Water / Pool Bacteria Coliform/E.coli <input type="checkbox"/> Potable Water Retest for Coliform/E.coli <i>(check retest only if you have had a previous positive result)</i>		<input type="checkbox"/> Partial Chemistry <i>Includes Nitrate, Nitrite, Fluoride, Chloride, Hardness, Iron, Sulfate, and Sodium</i>		
<input type="checkbox"/> Volatile Organics Screen <input type="checkbox"/> Synthetic Organics (Semi-Volatiles) <input type="checkbox"/> Inorganics CMET2 (11 Metals) <i>A complete list of Metals, Synthetic Organics, and Organics can be found at www.aatestlabs.com</i>		<input type="checkbox"/> Arsenic <input type="checkbox"/> Lead <input type="checkbox"/> Copper <input type="checkbox"/> Cyanide <input type="checkbox"/> Lead / Copper Corrosion		
<input type="checkbox"/> For Type II Water Systems, we would like a Certified Operator from Alliance Analytical Laboratories to collect, transport, and analyze the water samples following EPA guidelines.				

**Sampling Procedure for Bacteria – Coliform / E.coli**

**EPA Maximum Hold Times**

Escherichia Coli / Coliform: 30 hours from time taken  
 Partial Chemistry: 48 hours from time taken  
 Lead / Copper: System not used for a minimum of 6 hours before sampling

1. Wash hands thoroughly, do not open sample bottle until you are ready to proceed. Sample results are dependent on proper sampling technique.
2. Sample must be taken from a tap that is representative of the water distribution system, preferably from the kitchen or bathroom tap.
3. Water tap must be free of aerators, strainers, hose attachments, mixing type faucets, and purification devices.
4. The **COLD** water tap must be used and the service line cleared before sampling by running the water for a minimum of two minutes, or until the temperature changes. Stagnant water is not to be used.
5. Do **not** touch the inside of the sample bottle or cap.
6. Do **not** rinse sample container (the white powder/pill is a preservative).
7. Sterile sample containers must be filled to at least the 100 ml line so sample volume is sufficient to perform all required tests.
8. If the well was recently chlorinated, collect a second container of water or fill the sample container to 120mls to ensure there is enough sample to check the chlorine level before testing begins.

**Sampling Procedure for Partial Chemistry – Nitrate, Nitrite, Fluoride, Chloride, Hardness, Iron, Sodium, and Sulfate**

1. Wash hands thoroughly, do not open sample bottle until you are ready to proceed. Sample results are dependent on proper sampling technique.
2. Sample must be taken from a tap that is located at or near the water pressure tank. If the tank is not accessible, the sample will be collected from the nearest sampling tap to the water pressure tank.
3. The service line must be cleared by running the water for a minimum of two minutes. Stagnant water is not to be used (unless sampling for lead and copper corrosion).
4. Follow steps 5-7 listed above.

If sampling for any other tests such as Lead, Copper, VOC, SOC, Arsenic, Cyanide, or Metals, please call the laboratory to ensure proper sampling procedure and correct sampling bottles.

The sample collector is responsible for properly packaging and returning the samples to the laboratory for analysis. Chill and protect from sunlight. Keep sample cold/on ice during transit to the laboratory. Do **not** freeze sample. All drinking water samples must be received by the laboratory within twenty-four hours of collection. All irrigation water samples must be received by the laboratory within six hours of collection. All partial chemistry water samples must be received by the laboratory within forty-eight hours of collection. Upon delivery, the sample collector will relinquish custody of the samples to laboratory personnel.

The front of this form must be filled in and accompany samples submitted for testing.

If chain of custody is required, please sign and date in the box below at time of delivery.

Transport/Relinquished By	Received By	Date / Time
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

**EPA Maximum Hold Times**

Escherichia Coli / Coliform: 30 hours from time taken

Partial Chemistry: 48 hours from time taken

Lead / Copper: System not used for a minimum of 6 hours before sampling