

## Water Sampling Instructions for Inorganic Anions in Drinking Water

### Bromide, Chloride, Fluoride, Nitrate-N, Nitrite-N, Orthophosphate –P, Sulfate

**To submit:** Samples are accepted 7:30 a.m. to 4:00 p.m. Monday-Thursday and 7:30 a.m.- 12:00 p.m. on Fridays.  
For your convenience, a calendar for 2013 is available on our website.

#### Sample Collection- Private Wells

- Prior to collection, obtain plastic sample bottles and forms from the laboratory.
- Run cold water tap for 5-10 minutes to flush pipes.
  - ~ Collect sample from non-swivel, non-aerated tap.
  - ~ Bathtub faucet works well.
- Fill the bottle to the base of the neck.

#### Sample Collection-Compliance (Public Water Systems)

- Locate a sampling tap downstream of treatment (if applicable) but prior to entry to the distribution system.
- Remove any attachment from the tap such as hoses, filters, screens, or aerators.
- Flush the water for about 10 minutes or until the water reaches a constant temperature.

#### Bottle Label

- Write the system or customer name and collection date and time on label and affix label to bottle.
- If submitting bottles for more than one sample site/location please describe the location so we can tell the samples apart.

#### Test Requisition Form

- Verify the address and/or identifying location where the sample was collected.
  - ~ Record an email address if you want the results emailed.
  - ~ Record a mailing address.
- Record your Public Water System ID or PWSID (for public water systems only).
- Record any relevant sample site information.
- Record the date and time that the sample was collected.
- Record the water type. For example: well, public, surface/pond/stream, source water, or other (include description).
- Record the temperature of the water if known.
- For entry point samples please indicate any treatment information and Entry Point ID.

#### Submitting Samples to the Laboratory

- Bottles must be returned to the laboratory within 24 hours of sampling.
- Keep sample bottles cool (refrigerator temperature).
- Either hand deliver samples or express overnight to 1675 W. Garden of the Gods Rd., Ste 2044.