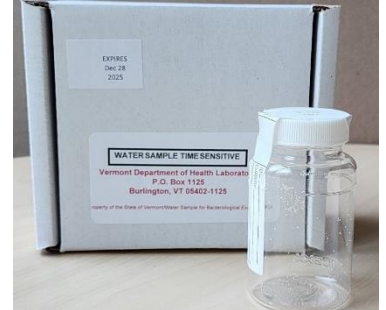


It is very important to read all instructions before collecting your samples. Learn more about testing your drinking water at [www.healthvermont.gov/water](http://www.healthvermont.gov/water).

### Your kit comes with:

- 100-milliliter plastic bottle with preservative. Please do not rinse this bottle.
- Water Sample Collection Information Form
- Sample Return Instructions
- Cardboard outer container with mailing label



### Prepare

- Read **Sample Return Instructions** carefully before you begin. The sample must be analyzed within **30 hours** of collection.
- Plan to collect your sample the morning you will send it in for testing.
- Sample from the faucet you normally use for drinking water.
- Do not use a leaking faucet.
- Do not touch the inside of the cap or mouth of the bottle.
- Write your last name and phone number on the bottle's label.
- Wash and sanitize your hands before collecting your sample.

### Collect Your Sample

- With clean hands or a paper towel, remove the sink aerator.
- Run cold water at **high flow for 3-5 minutes** to get rid of water that has been sitting in your pipes. If you have a single-handle faucet, run hot water for 2 minutes, then cold water for 2 minutes.
- Reduce the flow by half and fill the bottle slightly above the 100-milliliter line, do not overfill because the preservative will be lost.
- Screw on the cap tightly.
- Fill out the **Water Sample Collection Information Form** (see below).

### Fill Out Your Form

- In the upper left corner of the **Water Sample Collection Information Form**, check that your name and address are correct. Make any corrections directly on the form.
- Enter the **date and time** you collected the sample.
- Enter your daytime phone number (including area code).
- Enter the faucet location where the sample was collected (for example, kitchen sink).
- Add any comments that you feel would be useful. Include an email address if you want your

## Water Bacteria Kits – How to Collect Water Samples (continued)

results to be emailed to you.

- **Homeowners:** Note whether you have added chlorine to the system in the last two weeks.
- **Public Water Systems only:** Provide your field result for Residual Chlorine. The VDHL will test the sample by Standard Method 9223, it will not be tested for residual chlorine at VDHL.

### Return Your Sample to the Laboratory

- Put the sample bottle and completed form in the cardboard mailer. Keep out of direct sunlight and away from heat sources.
- See the **Sample Return Instructions** for ways to get your sample to the Lab.
- Make sure your sample will reach the Lab within 30 hours of collecting the sample, including shipping and courier times.
- Do not mail your sample on Fridays or the day before a state holiday.

### Frequently Asked Questions

#### When can I expect my test results?

Bacteria results are released within 1-2 business days. To avoid mail delays and get your results by email, write your email address on the **Water Sample Collection Information Form**.

#### How often should I test my well or spring?

Wells and springs should be tested for bacteria annually.

For more information and descriptions of test kits, visit <https://www.healthvermont.gov/WaterTestDescriptions>

#### How can I make sure I send a sample that is acceptable for testing?

Sometimes we receive samples that need to be “qualified” or even rejected, which means the sample did not meet all the testing requirements. **Here are a few things you can do to submit an acceptable drinking water sample:**

- Be sure the sample gets to the laboratory within 30 hours from the time you filled the water sample bottle.
- Fill the bottle to just over the 100-milliliter line. Only use bottles provided by our lab.
- Check the expiration date on your bottle. If it has expired, contact us for a free replacement.
- Remember to put your name and the date and time of sample collection on the form.



Scan this QR code to see a video on how to sample your water for bacteria or go to this link: <https://youtu.be/a1DJffO0gCA>.

Go to: [HeathVermont.gov/drinking-water-sample-drop-information](https://HeathVermont.gov/drinking-water-sample-drop-information) for online sample drop-off information.