

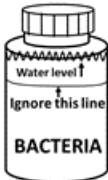



## **INSTRUCTIONS**

### **Prior to collecting sample:**

1. **READ THESE INSTRUCTIONS FIRST** (*AVOID MISTAKES* caused by *not* reading these instructions)
2. **First-time customers:** please call first (in evenings only 804-520-4807) to review instructions, avoid mistakes, and alleviate the need to resample or make multiple trips. Do not call during the day, please.
3. **HOURS: Email** us for current hours and upcoming closures. Samples are normally accepted Sun: noon-7pm, & Mon-Thurs: 7am-7pm. However, we are open *most* weekends; occasionally we do close, sometimes with short notice. So, if planning to deliver >7pm, email us before collecting sample. For Fri/Sat delivery, email us by Thurs to ensure we will be open. Bacteria tests *require* 24-hour incubation. Tests are started the evening of sample delivery; results are emailed the next evening. Chemical results are emailed the evening of delivery.

**PAYMENT is due with the sample.** Cash, check or money order payable to Biotech Lab. No credit cards.

<p><b>PLEASE NOTE!</b> SUBMIT <b>SEPARATE SAMPLES</b> FOR BACTERIAL AND CHEMICAL TESTING. <u>DO NOT USE STERILE CONTAINERS FOR CHEMICAL SAMPLES; sample will be rejected.</u></p>	
<p><b>BACTERIA:</b> <span style="float: right;"><b>\$50 per test</b></span></p> <p>Presence/absence test for <b>Total coliform bacteria and <i>E. coli</i></b>.          Total coliform bacteria are indicators of environmental contamination.  <i>E. coli</i> is an indicator of fecal contamination.</p>	 <p>use a <b>sterile</b> container for <u>bacteria</u></p>
<p><b>CHEMICALS:</b></p> <p><b>Lead</b> <span style="float: right;"><b>\$50 per test</b></span>  <b>Nitrate, Nitrite</b> <span style="float: right;"><b>\$25 per test</b></span>  <b>Other available tests</b> <span style="float: right;"><b>\$25 per test</b></span></p> <p>Alkalinity, Copper, Manganese, pH, Sulfate, Iron (total and soluble), Conductivity / Total Dissolved Solids, Tannins (for organic matter), Hardness (calcium plus magnesium)</p>	 <p>use a water bottle for <u>chemicals</u></p>
<p><i>* For loans, check with your loan officer on chemical tests and 3<sup>rd</sup> party collection requirements. In addition to bacteria, <b>lead, nitrate, and nitrite testing</b> may be required, <u>especially for VA loans</u>. VA loans require 3<sup>rd</sup> party collection.</i></p>	

### **SAMPLE COLLECTION – ALL SAMPLES**

1. Water samples  $\geq 10$  ppm chlorine will be rejected. If you smell chlorine, level is too high; sample will be rejected.
2. We recommend waiting at least 5-7 days after sanitizing a well before collecting a sample for re-testing.

### **SAMPLE COLLECTION - CHEMICAL ANALYSIS**

1. Use a clean, 8-12 oz drinking water bottle (that has only contained water). You may obtain one from our large cooler labeled Chemical Bottle Supply, on the ground outside of the drop box. Do not write on lid or label. Or use your own. Do not use a sterile container for a chemical sample or it will be rejected. Wash your hands.
2. **LEAD and COPPER:** Lead and copper contaminations are typically associated with plumbing, and the goal is to determine whether there is leaching into water that you drink. To obtain a valid test result for either lead or copper, a 'First-Draw' sample must be collected. We recommend collecting the sample from the kitchen faucet (other chemical tests may be performed using this sample). The night before, flush the faucet 15 minutes, then rinse the bottle 3 times and allow it to drain. **DO NOT USE** the water overnight. In the morning, before any other use of the water, collect the sample using a funnel to capture all water exiting the faucet. Fill the bottle to the neck.
3. For other chemical testing not including lead or copper, use a faucet of your choice.
  - a. If also collecting a bacteria sample, you can collect the chemical sample after the bacteria sample (in the appropriate containers) for convenience.
  - b. Rinse the water bottle 3 times prior to filling, then collect the sample. Fill the bottle to the neck.
4. See instructions 3, 4, & 6 on side 2. Place the sample in the cooler inside the drop box.

## READ THESE INSTRUCTIONS **BEFORE** COLLECTING SAMPLE

1. **First-time customers**, please call first (in evenings only, 804-520-4807) to review instructions and to alleviate the need to resample or make multiple trips. Do not call during the day, please.
2. **Deliver** sample the day it is collected. For a loan or permit, you may want to sanitize the well first.
3. Visit our website to see pictures of each step: [biotechlabwatertesting.com/our-process](http://biotechlabwatertesting.com/our-process)

### **SAMPLE COLLECTION - BACTERIA ANALYSIS – sterile container is required**

1. Use 1 BioTech Lab sterile container for 1 bacteria test. Don't waste; containers are expensive. See picture on other side. Sterile containers may be obtained from our drop box (on pole). Also, some Health Depts (HD) are willing to work with us and maintain a supply for convenience (check with the HD prior to going to pick up). The containers are sealed using a plastic shrink wrap band to ensure sterility. This seal must be intact prior to sample collection. [Do not use a regular drinking water bottle that is used for a chemical sample.]
2. Sample Collection Procedure – Wash your hands:
  - a. **Sanitize faucet.** We recommend using the bathtub (primarily) or outside tap. Do not use the kitchen faucet as these tend to show false-positive results.
    - i) **For bathtub faucet (or other indoor tap):** use a small spray bottle to apply a 10-20% bleach solution or at least 70% rubbing alcohol, let stand 20 minutes. If using alcohol, re-apply several times as a precaution. **Run the water at least 20 minutes** to flush the pressure tank and bring up 'new' water from the well. Collect the sample (steps b-e).
    - ii) **For hose bib (or other outdoor tap):** flush the plumbing at least 20 minutes either by running the bathtub faucet or connect a hose to the hose bib and direct water away from the house. Assuming a metal spigot, flame its opening using a butane lighter (e.g., charcoal lighter) or plumber's torch for 1-1½ minute. Don't over-heat the metal, and allow to cool a few minutes, esp. in cold weather, before running the water. Run the water for 30 seconds to rinse off char. Use a bucket to collect the rinse water to avoid splash-back that might re-contaminate the hose bib. Collect sample (steps b-e).
  - b. Tear off shrink wrap seal from the sample vessel cap and dispose. Completely remove the shrink wrap.
  - c. Unscrew the cap holding the outside surface. Do not contaminate the cap; do not touch the inside of the cap. **DO NOT RINSE THE CONTAINER.** (Small tablet may be visible; leave it in the container.)
  - d. **Fill the container with cold water TO THE NECK**, leaving an air space. See diagram on side 1. **TOO MUCH WATER IS BETTER THAN NOT ENOUGH.** Do not try to match the line! The sample will be rejected if the level is too low. [Some clients are not able to ignore the line, so fill ½" ABOVE the line.]
  - e. Securely tighten the cap immediately after filling. Shake to dissolve the tablet/powder. Place in refrigerator or otherwise keep cool until delivery (step 6 below).
3. Complete one Request for Analysis form for each property address. Include all information, especially **date/time collected**, contact phone numbers (follow-up calls are made in the evening), and an email address to receive results. See back of form for tips. **Print legibly (very important!).** Incompleteness, illegibility, or inaccurate information and delays/consequences resulting from these errors are the sole responsibility of the individual providing the sample. A **signature** is required in the available space.
4. Fold the completed form in half (top to bottom), and fold again (top to bottom.) Fold payment inside form. **Payment options** include cash, check, or money order (available at Walmart nearby on Rt 10) payable to Biotech Lab. **Samples will not be processed without payment.** Wrap form & payment around the sample container securing it with the rubber band.
5. For transport, sample should be kept cool without getting the form/payment wet. Place sample/form/payment in a cooler. Or put in a sealable plastic sandwich-size baggie, then put this 1<sup>st</sup> baggie inside a 2<sup>nd</sup> sandwich-size baggie with ~3 ice cubes. Upon delivery, put only the 1<sup>st</sup> baggie with the sample inside the cooler inside the drop box (at the address below). **Toss ice on the ground and take the 2<sup>nd</sup> baggie with you.** The cooler is not big enough for large bags or ice. An ice pack inside the cooler will keep samples cool.
6. Deliver sample the **same day as collected** to ensure regulatory compliance. Do not put samples in the large Chemical Bottle Supply cooler on the ground (not routinely checked). Do not mail or ship samples. Email us, so we have your email for report; check your spam folder.

## BIOTECH LABORATORY

Email anytime at [biotechlab@verizon.net](mailto:biotechlab@verizon.net). Call evenings only at 804-520-4807 (incl weekend evenings). Do not call in daytime. Email us for the address. Visit us at [biotechlabwatertesting.com](http://biotechlabwatertesting.com) (see pictures for orientation)  
*The lab is in a neighborhood. Please use the white drop box on the black pole at the street end of the driveway. No need to come to the house. Contact us with any questions at [biotechlab@verizon.net](mailto:biotechlab@verizon.net). Annual bacteria testing is recommended.*