CHEMISTRY / RADIOLOGICAL DRINKING WATER ANALYSIS REQUEST FORM
(Public and Private Water Systems)

PUBLIC WATER SYSTEMS: PLEASE COMPLETE ALL APPLICABLE INFORMATION TO ENSURE COMPLIANCE CREDIT
ALL FIELDS WITH AN * SHOULD BE FILLED

*PWS/Customer/ Agency Name:		PWS # (If Applicable)	
*Mailing Address:			
*City:	*State:	*Zip:	
Attention:	*Phone:		
Email:	Fax:		
Collector: (If different than above)	Contact Phone #:		
Additional copy of report sent to:			
Address:	City:	State:	Zip:
*Date Collected:	*Time Collected: (24 hour clock)		
*Sample ID:	Sample Location:		

Sample Type:

- ☐ RS – Routine Sample
- ☐ QT – Quarterly
- ☐ C – Construction
- ☐ CO – Confirmation
- ☐ W – Untreated (Source)
- ☐ E – Enforcement (Chain of custody required)
- ☐ RP – Repeat Sample (At original tap)
- ☐ RU – Upstream Repeat
- ☐ RD – Downstream Repeat
- ☐ X – Other Repeat
- ☐ DU – Duplicate

State of Idaho
Bureau of Laboratories
2220 Old Penitentiary Rd.
Boise, ID 83712
208-334-2235
EPA No. ID00018

PRIMARY INORGANIC

Phase II

- ☐ Barium
- ☐ Cadmium
- ☐ Chromium
- ☐ Mercury
- ☐ Selenium

Phase V

- ☐ Antimony
- ☐ Beryllium
- ☐ Nickel
- ☐ Thallium

Other

- ☐ Arsenic
- ☐ Cyanide
- ☐ Fluoride
- ☐ Nitrate as N
- ☐ Nitrite as N
- ☐ Sodium

RADIOLOGICAL

- ☐ Gross Alpha
- ☐ Gross Beta
- ☐ Radium 226
- ☐ Radium 228
- ☐ Uranium

SECONDARY INORGANIC

- ☐ Alkalinity
- ☐ Aluminum
- ☐ Ammonia as N
- ☐ Calcium
- ☐ Chloride
- ☐ Conductivity
- ☐ Copper
- ☐ Corrosivity
- ☐ Hardness
- ☐ Hydrogen Sulfide
- ☐ Iron
- ☐ Lead
- ☐ Magnesium
- ☐ Manganese
- ☐ Nitrate + Nitrite
- ☐ Orthophosphate as P
- ☐ pH
- ☐ Potassium
- ☐ Silica
- ☐ Silver
- ☐ Sulfate
- ☐ Surfactants
- ☐ Total Dissolved Solids (TDS)
- ☐ Turbidity
- ☐ Zinc

ORGANIC

- ☐ HAA5 EPA 552.2
- ☐ VOC* (THM, TTHM) EPA 524.2

<u>* Caution – VOC preservative may contain acid.</u>

- ☐ EDB & DBCP – EPA 504.1
- ☐ Chlorinated Pesticides – EPA 508.1
- ☐ Herbicides – EPA 515.4
- ☐ Semi-Volatiles – EPA 525.2
- ☐ Carbamates – EPA 531.2
- ☐ Glyphosate – EPA 547
- ☐ Endothall – EPA 548.1
- ☐ Diquat – EPA 549.2

OTHER ANALYSIS REQUESTED

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CHAIN-OF-CUSTODY INFORMATION (When Required)

Relinquished by:	Date:	Time:	Received by:	Date:	Time:	Received with Seal Intact? ☐ Yes ☐ No Label Tag, COC Agree? ☐ Yes ☐ No

Other side of form contains instructions on sample collection and paperwork labeling

Get your forms on the web at: http://www.statelab.idaho.gov; select 'Environmental Analysis'

INSTRUCTIONS

Paperwork & Labeling

1. **This form must be completed and submitted for each individual sample requiring analysis.** Complete the top portion completely to ensure that proper credit is received for compliance monitoring and accurate customer information is obtained by the Bureau of Laboratories. Be certain that all information is legible.

2. Samples must be collected and preserved in the appropriate manner for the specific test(s) requested. Samples collected inappropriately will be rejected by the laboratory. Please contact the laboratory with any questions.

3. Clearly label all sample containers with the water system name, sample location, date, time, and collector. Ensure that the same sample location is used on both the sample containers and this form.

4. Clearly check the testing services you are requesting the laboratory to provide. The laboratory does not know the specific required testing for an individual customer's circumstance. Refer to your regulatory agency for guidance on specific analyses required.

5. Please fill out a Chain-of-Custody form if you require the sample to be handled as evidence.

Sample Collection & Handling

1. Contact the laboratory for containers. When testing for organics, due to the nature of some possible target contaminants, do not use rubber hoses or tubing as they are potential sources of contamination. Tygon or Teflon tubing is an acceptable substitute for rubber hoses.

2. Some sample containers provided by the laboratory contain a chemical preservative. DO NOT dump or rinse this material out of the container prior to collecting the sample. It is intended to assist in providing more accurate results. Be cautious to not get any of the material on you. Containers will be labeled with the preservative they contain. Pay special attention to acid preservatives like hydrochloric, nitric and sulfuric acid so that you do not come into contact with these liquids. The lab will provide you with Material Safety Data Sheets for containers that have potentially harmful chemicals. Although preservative materials are generally harmless, any chemical can cause adverse reactions in some circumstances.

3. Fill all sample containers completely. Collapsible plastic containers need to be inflated by blowing into them before filling. The containers issued for the analyses in question are designed to provide the laboratory appropriately preserved samples as well as necessary sample volumes.

4. Sample containers for **VOC analysis (small amber vials with hydrochloric acid)** must be filled so that no air voids remain in the sample container after filling. Invert VOC sample containers after filling and sealing. If an air bubble is visible, open the container and "top-off" with additional water. Contact the laboratory if there is concern about providing sufficient sample volumes.

5. **Drinking Water Sample Collection –** Samples intended for Safe Drinking Water Act compliance monitoring must be collected from a DEQ approved sampling location. Contact your regulatory agency for the appropriate collection location.

Keep samples cold in an insulated cooler or refrigerator until they can be submitted to the laboratory. Return samples to the laboratory as soon as possible after collection. Some chemistry analyses must be completed within 48 hours of sample collection. Contact the laboratory if there is concern about possible submission delays.

Additional information for well water safety can be found at:
http://www.healthandwelfare.idaho.gov/Health/EnvironmentalHealth/WellWater/tabid/1128/Default.aspx

Additional sample submission documents may be found at:
http://www.statelab.idaho.gov ; select 'Environmental Analysis'