

**Drinking Water Laboratory**

916 Diana Street Ludington MI 49431

**Hours: Monday through Thursday, 8 a.m. – 4 p.m.**

Phone 231-316-8574 ⚫ Fax 231-845-0438

Email *waterlab@dhd10.org* ⚫

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| --- |
| **Water Laboratory Analysis Request** |
| **Sample Collection Information**  |
| Business/Home Owner  |  | County |
| System Address |   | City | ZIP |
| Township & Section |  | Parcel ID# :  |
| **Send Report to:** |
| Name |  | Phone |
| Mailing Address |  | City | ZIP |
| Deliver by *(select one)* | 🞏 Mail | 🞏 Email |  🞏 Fax  ( ) - |
| Sample Point | 🞏 Kitchen Tap  | 🞏 Bathroom Tap | 🞏 Sample Tap *(raw water)* | 🞏 Outside Tap | 🞏 Pool |
| 🞏 Spa | 🞏 Other  | Explain *Other* |
| Source | 🞏 Residential | 🞏 Type I | 🞏 Type II | 🞏 Type III | 🞏 Surface Water |
| 🞏 Pool/Spa | 🞏 Other | Explain *Other* |
|  Does the sample contain chlorine? | 🞏 Yes 🞏 No  |
| Collector | Name |
| 🞏 Private Citizen | 🞏 County Personnel | 🞏 Water Supply Operator | 🞏 State Personnel |
| Collection Date | Collection Time AM PM |
| Test Purpose | 🞏 Routine | 🞏 Real Estate Transaction | 🞏 Repeat Sample | 🞏 Construction/ New Well | 🞏 Water Quality Problem |
| 🞏 DHHS Inspection | 🞏 Other - *Explain* |
| Test Requested | 🞏 Bacteriological Analysis | 🞏 Chem Analy. *(Nitrate)* | 🞏 Surface Water (Pond, lake, etc.) | **Fee EACH Test** = **$20** |  **TOTAL FEE:** **$** |
| **PUBLIC**Water SystemONLY | WSSN | Source ID/Well # |
| Notes/Comments: |
| **Water Lab Use** |
| Received  | Date | Time AM PM | Paid 🞏 |
| Condition | 🞏 Room Temp | 🞏 Chilled | 🞏 Frozen |
| EHR/ID # |  | Received by - *Name* |

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**Water Laboratory Collection and Shipping Instructions**

*Please Read Before Collecting Water Samples*

1. Complete the *Water Laboratory Analysis Request* form for each set of samples submitted.
2. Include appropriate fee with sample. See request form for fee schedule.
3. Samples accepted at lab MONDAY through THURSDAY until 4:00 PM.

**BACTERIA SAMPLES**

*(Sealed, sterile clear bottle with white cap; contains preservative)*

* Wash hands prior to taking sample.
* Do not open the bottle until you are ready to collect the sample.
* Do not rinse the bottle. It contains a chemical to neutralize any residual chlorine in the sample.
* Do not touch the inside of the cap or set cap down.
* Select a clean, cold-water faucet and remove attachments such as aerators (small screen), and hose connections, etc.
* Allow water to run for about 10 minutes.
* Reduce flow of water and fill sample container to the **100 mL line on the bottle**. Samples containing less than 100 mL will not be accepted. Replace and tighten cap.
* Transport sample to laboratory within 30 hours of collection.
* **Compliance samples will be rejected if not analyzed within the 30-hour holding period.**
* **SURFACE WATER SAMPLES: Must be received by laboratory within 6 hours of sample collection. Please call laboratory ahead of time to arrange to assure it can be accepted.**

**NITRATE SAMPLES**

*(Opaque bottle with white cap)*

***Samples MUST be mailed or delivered to laboratory in a cooler on ice***

* Flush the sample tap for ten (10) minutes prior to collecting the sample.
* Reduce flow of water and fill sample container to the shoulder of the bottle. Replace and tighten cap and make sure it is not leaking.
* Transport sample to laboratory within 48 hours of collection. **Compliance samples will be rejected if not analyzed within the 48-hour holding period.**

Make Checks Payable to: **DHD#10** 916 Diana Street, Ludington MI 49431