



640 Marlboro Street / Route 101  
 Keene NH 03431  
 Phone: (603) 357-2577 or (800) 760-4246  
 Fax: (603) 352-3899

### Residential Chain of Custody rev. 4

*Reporting / Billing Information:*

Name/Business: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Additional parties authorized to receive results:**

If you haven't used our services before, how did you hear about us? phonebook, radio, internet, recommendation/referral.

*Sample Information:*

Type of water:  Drinking water  Recreational/swimming water  Other \_\_\_\_\_

Sampled By: \_\_\_\_\_ Is the water system chlorinated or has it been  
 Date & Time Sampled: \_\_\_\_\_ disinfected in the past week?  Y or  N

Address / Location of Sample Collection: \_\_\_\_\_

Source of water:  Kitchen faucet;  Bathroom faucet;  Holding tank;  Pond/lake;  Other \_\_\_\_\_

Indicate analysis/analyses requested: Sampling instructions are on the back of this form

- ( ) **BACTERIA\***: Total coliform and E. coli bacteria  
 Requires one sterile bottle / two working day turnaround) ..... **\$40.00**
- ( ) **GENERAL EXAM**: Bacteria, pH, iron, manganese, hardness, nitrate, chloride, turbidity & color  
 Requires one sterile bottle and one general bottle / three working day turnaround..... **\$80.00**
- ( ) **EXPANDED GENERAL EXAM**: General Exam parameters with lead, copper and nitrite  
 Requires one sterile bottle and two general bottles / three working day turnaround..... **\$115.00**
- ( ) **FHA/VA LOAN ANALYSIS**: Bacteria, nitrate, nitrite, and lead  
 Requires one sterile bottle and one general bottle / three working day turnaround) ..... **\$100.00**
- ( ) **FOOD SERVICE LICENSE ANALYSIS**: Bacteria, nitrate, and nitrite  
 Requires one sterile bottle and one general bottle / three working day turnaround)..... **\$70.00**
- ( ) **ARSENIC\*\*** Requires one 500mL bottle / ten working day turnaround..... **\$40.00**
- ( ) **RADON\*\*** Requires one 40mL vial / ten working day turnaround..... **\$40.00**
- ( ) **MtBE\*\*** Requires two 40mL vials w/ HCl / ten working day turnaround..... **\$145.00**
- ( ) **VOC\*\***: Volatile Organic Compounds  
 Requires two 40mL vials w/ HCl / ten working day turnaround..... **\$200.00**
- ( ) **ADDITIONAL ANALYTES**: Lead, fluoride, copper, sulfide, zinc, etc..... **\$25.00 / analyte**
- ( ) **EAI SAMPLING / PICK-UP** (one hour minimum)..... **\$75.00 / hour**
- ( ) **24 HOUR RAPID TURNAROUND** (available for all in-house analyses)..... **\$50.00**

**WELL DISINFECTION AVAILABLE** (please inquire)

\*NELAC accredited      \*\*Arsenic, radon, and MtBE will be sub-contracted until further notice.

**FOR OFFICE USE:**

DATE REC'D: \_\_\_\_\_ TIME REC'D: \_\_\_\_\_ STERILE BTTL: Y / N

SAMPLE#: \_\_\_\_\_ PAYMENT REC'D: \_\_\_\_\_ RECEIPT TEMP: \_\_\_\_\_ °C; ON ICE: Y / N

REC'D VIA: DROP OFF / MAIL / RECEIPT FRIDGE / EAI PICK UP

## **READ BEFORE COLLECTING YOUR WATER SAMPLE**

### **PLEASE NOTE:**

- > Payment is due when submitting your sample to the laboratory  
Make checks payable to: EAI Analytical Labs.
- > A report of the results will be mailed to you within two to four business days of sample receipt.
- > Business hours are from 8:00am to 5:00pm. A sample receipt refrigerator, found outside the front entrance of our facility, can be used to drop-off samples outside of business hours and on weekends.
- > EAI Analytical Labs' Sample Acceptance Policy can be found on our website, [www.eai-labs.com](http://www.eai-labs.com)

### **LEAD AND COPPER SAMPLING PROCEDURE:**

- > You do not have to be concerned with bacterial contamination when sampling for lead and copper.
- > Do not use any water from the sampling tap for a period of six hours prior to sampling.
- > Ensure the period of disuse does not exceed twelve hours.
- > The lead and copper sample is to be collected in the provided 250mL 'general' bottle.
- > Lead and copper is a first draw sample, i.e., collect the sample *immediately* upon turning on the faucet.
- > Fill the bottle to the top (no head space).
- > Clearly indicate the analysis requested on the bottle.
- > Refrigerate samples prior to delivering them to the lab.

### **BACTERIA SAMPLING PROCEDURE:**

- > Use only the sample bottle provided by EAI Analytical Labs. If requesting a general exam, two types of bottles have been provided. The bacteria sample must be collected in the sealed sterile bottle, which should remain sealed until the sample is taken.
- > The moisture, powder or pill in the bottle is required for proper analysis.
- > If the well has recently been disinfected, be sure the chlorine has been discharged from the system. A chlorine odor is detectable if present.
- > Select an indoor (preferably non-swivel) cold-water faucet in a clean area.
- > Remove all faucet devices (aerators, gaskets, filters, and water purification or filter devices).
- > Wipe the faucet rim with a 50% bleach solution. Flaming can also ensure a clean faucet (be certain there are no plastic or rubber washers on the faucet). Sterilizing the faucet rim prevents false contamination of the sample.
- > Run the faucet for about five minutes and then reduce the flow so as to minimize splashing and carefully fill the sample bottle to its shoulder (a minimum of 100mL must be collected to perform the analysis).
- > Refrigerate samples prior to delivering them to the lab. Transport samples on ice.
- > If mailing: Collect sample prior to mail pickup at your post office (use Next Day service, not Priority).
- > BACTERIA SAMPLES MUST BE ANALYZED WITHIN 30 HOURS OF COLLECTION

### **GENERAL EXAM AND ARSENIC SAMPLING PROCEDURE:**

- > You do not have to be concerned with bacterial contamination when sampling for the General/inorganic parameters.
- > Water is to be collected in the provided 250mL 'general' bottle.
- > The sample should be collected after the collection of the bacteria sample or after running the cold water for five minutes.
- > Fill the bottle to the top (no head space).
- > Refrigerate samples prior to delivering them to the lab.