

Please read carefully before sampling.

The checklist below is provided to help you successfully collect and submit your sample.

In order for the laboratory to test your sample it must be:

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| <input type="checkbox"/> Drinking Water; ^a | <input type="checkbox"/> Aesthetically acceptable; ^f |
| <input type="checkbox"/> From a single household; ^b | <input type="checkbox"/> Received without damage to lid or bottle; |
| <input type="checkbox"/> Submitted with completed form; ^c | <input type="checkbox"/> Received at lab within 48 hours of collection; |
| <input type="checkbox"/> Collected in bottle supplied with the kit; ^d | <input type="checkbox"/> Filled to the fill-line on bottle; |
| <input type="checkbox"/> Cold (i.e. < 25°C); ^e | <input type="checkbox"/> Taken from a location in Ontario; |
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- a If you are using surface water as your source of drinking water it must be treated first. Write “treated” on the form. Untreated surface water will not be tested.
- b “Single household” is potable water from any source which is protected from surface or ground water contamination, regardless of any filtration procedure and/or chemical disinfection applied, is aesthetically acceptable, and serves fewer than 6 private residences but not to the public (e.g. a well). It is **not** from a regulated drinking water system (i.e. water that serves the public e.g. city water) or from a commercial bottled water product.
- c **All** shaded areas of the original requisition must be completely and accurately filled in by the submitter. This information is provided to public health units. Laboratory staff are not able to phone you to obtain information that is missing and cannot alter the shaded portion of the form once it is received. If possible, please also fill in the Emergency Locator number, County, Postal Code and the 4-digit Health Unit number. The laboratory requires all copies of the form; please make sure the information can be read on all copies.
- d The “name tag” applied to the Public Health Ontario Laboratory water collection bottle must **match** the “Name” in the return address on the form. Sample bottles can be obtained from any Public Health Ontario Laboratory or Public Health Unit. Please do not cover barcodes on the bottle. Do not use the bottle if the ring does not detach from the cap when opened.
- e If the sample cannot be transported immediately, keep it in the refrigerator until it can be transported in a cooler with frozen ice packs to the drop off location. Do not freeze sample or collect from the “hot” tap.
- f The water has no smell, contains no debris and is clear and colourless and does not contain substances that interfere with the test