

General Sampling Instructions

1. Prepare the sample site by cleaning the area thoroughly with either antibacterial wipes, bleach, or alcohol to remove any bacteria or debris on the outside of the faucet, well head, tank etc. that you are sampling from.
2. Turn on the water source and allow to flush for a few minutes.
3. Carefully remove the cap from the bottle while allowing the water source to remain running.
4. Hold the sample bottle cap underside down so that no dirt or other particles can fall into it from the outside air.
5. DO NOT empty any preservative from the sample bottle.
6. Place the sample bottle under the water source stream and fill the bottle to the shoulder or marked fill line. DO NOT rinse out the bottle and DO NOT overfill.
7. Hold the sample bottle away from your face as you are filling it since the acid or base preservative inside the bottle (if present) will react with the water and some vapors may rise out of the bottle.
8. Place the lid back onto the bottle and bring samples to the lab the same day you take them. If possible place samples in a cooler with an ice pack. Otherwise keep your sample in a cool dry place until delivery to Abalone Coast.

Sample Receiving Rules and Procedures

1. Samples must be received THE SAME DAY they are taken.
2. All Bacteria samples may be received at any time, on any day of the week.
3. All SUB WORK (see examples below) must be received Monday through Thursday, before 3pm so that they may be properly shipped to our SUB LAB in Fresno.
4. NO SUB WORK WILL BE ACCEPTED ON FRIDAYS. NO EXCEPTIONS.
5. All samples must be accompanied with a completed Chain of Custody form (COC) provided in our office or available to print from our website. The office staff will gladly assist you with any questions you may have.
6. Payment is expected at time of sample drop off. We accept cash, check, or credit card (VISA, MasterCard only). If you expect to continue with regular sampling you may be billed on a NET30 basis after initial payment is received.
7. IN HOUSE WORK takes between 1-7 days to complete.
8. SUB WORK takes 10 business days (roughly 2 weeks) to complete.
9. Office staff will contact you if any analysis is reported above the MCL or Maximum Contaminant Level.
10. Abalone Coast strives for a relatively paperless experience. Please provide a working email address for reporting of results if possible.