



STATE OF MONTANA ENVIRONMENTAL LABORATORY

Prices effective

April 1, 2018

P.O. Box 4369, Helena, MT 59604 (406) 444-3444 Toll-Free (800) 821-7284

ANALYSIS REQUEST FORM FOR PUBLIC WATER SYSTEMS

Sampling from Entry Points Only

Test information and collection instructions are provided on the back of this form.

Sample Information

Form fields for Sample Information: PWS #, System Name, Sample ID, Collection Date, Collection Time, AM / PM, Collected By, Phone#

Billing Information

Send report via: email mail

Form fields for Billing Information: Account #, Phone #, Name of Payee, Address, Email Results To

\*Organics samples will be confirmed to be at or below 10°C when they are received at the laboratory (samples may not be frozen); samples received at higher temperatures may be rejected.

Inorganics:

Select desired tests in the box to the left.

Table with 3 columns: Test, Description, Lab Use Only. Rows include NO3 + NO2, NO2, As, Phase 2, Phase 5.

Organics:

Table with 3 columns: Test, Description, Lab Use Only. Rows include SOC- EPA 515.4, SOC- EPA 525.2, SOC- EPA 531.2, VOC- EPA 524.2.

Radiologicals:

Table with 3 columns: Test, Description, Lab Use Only. Rows include RADS, RADS.

Specific Compound Only:

Lab #: [Empty box for lab number]

**THIS PAGE FOR LABORATORY USE ONLY**

**FOR LABORATORY USE ONLY**

**Payment Received**

Amount: \_\_\_\_\_

Check#: \_\_\_\_\_

Check date: \_\_\_\_\_

Payer: \_\_\_\_\_

Received by: \_\_\_\_\_

Date /Time Received: \_\_\_\_\_ @ \_\_\_\_\_

Received By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Login Review: \_\_\_\_\_

Sample Temperature: \_\_\_\_\_

Sample Conductivity: \_\_\_\_\_

Sample Turbidity: \_\_\_\_\_

Delivery:

Walk in    Courier    USPS    UPS    FedEx

**Number of Bottles Received:**

Nutrients	Ions	Metals	525/508	515	531	VOC	Rads

Holding Times Observed?	Y	N
- Under 48 hours for IC?	Y	N NA
Sample containers in acceptable condition?	Y	N
Sufficient sample volume for all tests?	Y	N
Chain of Custody level:	1	2 3
- Chain of Custody intact?	Y	N
VOC zero headspace?	Y	N NA

**SPLITS: (mL)**

Lachat:      50      250

IC:            50      250

Metals:      50      250

**pH Check:**

**Preserved in?**

**Preserved with?**

Nutrients:    L    F      H<sub>2</sub>SO<sub>4</sub>

Metals:        L    F      HNO<sub>3</sub>

525:            L    F      HCl

Rads:           L    F      HNO<sub>3</sub>

**Comments:**

**Lab number:**

# COLLECTION INSTRUCTIONS

## General Instructions

1. Freeze the ice packs overnight before sampling. Make sure they freeze flat.
2. Inorganics and Radiological samples are collected in plastic bottles.
3. Amber glass bottles and glass vials for organics samples contain preservatives. **Do not rinse them out.**
4. Samples are collected from the **entry point(s)**. If none is available, take samples from an indoor, cold water tap (do not take samples from a hose).
5. Remove the aerator, and allow the water to run for 5 to 10 minutes or longer before sampling.
6. Using a waterproof marker, label each bottle with PWS#, Sample ID or Entry Point number, and collection date/time.

## SOCs

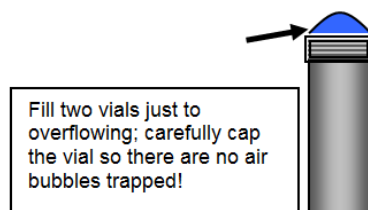
515 & 525 samples are collected in **amber glass bottles**, and 531 samples are collected in two **40mL clear glass vials**.

1. Fill the amber bottles full to the neck and cap tightly. Invert the bottles several times to mix the preservative.
2. Fill the two "531" glass vials and cap tightly. (Air bubbles are okay for these samples.)

## Volatile Organic Compounds

VOCs are collected in three 40mL clear glass vials.

1. One vial has water in it already; this is a "trip blank" and **must not be opened**.
2. Fill the other two empty vials just to overflowing, being careful not to flush out the preservative.
3. Cap both bottles tightly, making sure the Teflon side of the cap liner faces toward the sample. Shake the samples vigorously for one minute. Invert the vials and observe if any air bubbles are trapped in it; bubbles will invalidate the sample. If you observe bubbles, uncap the vial and fill with a few more drops of water, cap and recheck for air bubbles until none are apparent.



## GETTING THE SAMPLES TO THE LAB

- Any carrier (Postal Service priority mail, UPS, Federal Express, or bus)
- Laboratory Courier Service (pick-up Monday through Friday, see our website for more information: <http://dphhs.mt.gov/publichealth/LaboratoryServices/CourierRoutesSampleDelivery>). Please call the lab if you plan to use the courier service so we can inform them where they will need to pick up water samples.
- Hand delivery to to the Laboratory's Main Office, Room B206 in the Cogswell Building, 1400 E. Broadway, Helena.

Samples should be **chilled to about 4°C** when collected and maintained at that temperature until analysis or extraction. Samples must be packaged for shipment with sufficient ice to ensure that they will arrive at the laboratory with a substantial amount of ice remaining in the cooler. If an ice pack is used, it should be frozen at the time of sampling and the sample should be chilled before packing. **Organics samples will be confirmed to be at or below 10°C** when they are received at the laboratory (samples may not be frozen); samples received at higher temperatures may be rejected. If you have any questions, please call 406-444-3444.

## SOC ANALYTES BY TEST METHOD

Test Method	Analyte Code	Analyte Name
<p style="text-align: center;"><b>515</b></p> <p>Chlorinated Acid Herbicides</p>	2031	DALAPON
	2040	PICLORAM
	2041	DINOSEB
	2105	2,4-D
	2110	2,4,5-TP (SILVEX)
	2326	PENTACHLOROPHENOL (PCP)
	2440	DICAMBA
<p style="text-align: center;"><b>525</b></p> <p>Semi-Volatile Compounds &amp; Organo-halide Pesticides</p>	2005	ENDRIN
	2010	BHC-GAMMA (LINDANE)
	2015	METHOXYCHLOR
	2020	TOXAPHENE
	2035	DI(2-ETHYLHEXYL) ADIPATE
	2037	SIMAZINE
	2039	DI(2-ETHYLHEXYL) PHTHALATE
	2042	HEXACHLOROCYCLOPENTADIENE
	2045	METOLACHLOR
	2050	ATRAZINE
	2051	LASSO (ALACHLOR)
	2065	HEPTACHLOR
	2067	HEPTACHLOR EPOXIDE
	2070	DIELDRIN
	2076	BUTACHLOR
	2077	PROPACHLOR
	2274	HEXACHLOROBENZENE
	2306	BENZO(A)PYRENE
	2356	ALDRIN
	2595	METRIBUZIN
2959	CHLORDANE	
<p style="text-align: center;"><b>531</b></p> <p>Carbamate Pesticides</p>	2021	CARBARYL
	2022	METHOMYL
	2036	OXAMYL
	2043	ALDICARB SULFOXIDE
	2044	ALDICARB SULFONE
	2046	CARBOFURAN
	2047	ALDICARB
	2066	3-HYDROXYCARBOFURAN