



Burlington, WA	Corporate Laboratory (a)	1620 S Walnut St	Burlington, WA 98233	360.757.1400
Bellingham, WA	Microbiology (b)	805 W. Orchard Dr Ste 4	Bellingham, WA 98225	360.715.1212
Portland, OR	Microbiology/Chemistry (c)	9725 SW Commerce Circle, Ste A2	Wilsonville, OR 97070	503.682.7802
Corvallis, OR	Microbiology (d)	1100 NE Circle Blvd., Ste 130	Corvallis, OR 97330	541.753.4946
Bend, OR	Microbiology (d)	20332 Empire Ave. Ste. F4	Bend, OR 97703	541.639.8425

Sample Collection Procedure

TOC

Total Organic Compounds

****READ ALL INSTRUCTIONS BEFORE COLLECTION****

TOC SAMPLE KIT CONTENTS:

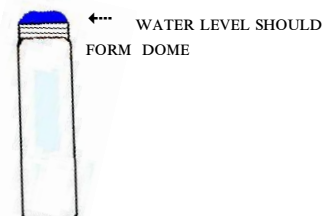
- 1 each - 60mL muffled amber vial
 - labeled with a Batch date.
 - containing 3 drops of concentrated HCl **CAUTION: HCl is highly corrosive.**
(This is done to prevent bacteria growth from occurring and to begin the process of eliminating IC constituents.)
- 1 each - Water Sample Information (WSI) form



SAMPLE COLLECTION:

DO NOT TOUCH or otherwise contaminate the inside lid or the lip of the vials/bottles during sampling.

1. Remove any potentially contaminating devices such as filters, screens, aerators, hoses, etc. from sampling points.
2. Open the tap and allow water to run, at least 3 minutes, until it reaches a constant temperature.
3. Reduce flow to a thin steady stream about the thickness of a pencil.
DO NOT LET THE VIALS TOUCH THE FAUCET OR SPIGOT as the sample may become contaminated.
4. Fill the 60 mL vial, avoid agitation of the sample while filling.
Allow the stream of water to gently flow into the vial just to overflowing, **do not rinse out the HCl.**
5. Carefully place the cap onto the vial.
The shiny side of the Teflon cap liner should be face down in contact with the water sample.
6. Tighten down the cap securely.
7. Fill out the label on bottle, be sure to include the sampling date, time, and location.



AFTER SAMPLE COLLECTION:

IMPORTANT: TOC Samples MUST be kept cold at 4° C until they reach the laboratory. If the samples become warm or freeze, they will be rejected by the laboratory.

- If samples are to be held for a day or longer prior to shipment, place the bottles in a refrigerator. **Once samples are ready to be shipped, make sure there is plenty of ice in the cooler to keep the samples at 4° C.**
- Place the **completed** Water Sample Information (WSI) form into a plastic bag and place in the cooler with the samples.

ALL SAMPLES MUST BE RECEIVED AT THE LABORATORY NO LATER THAN 4PM FRIDAY OF THE WEEK IN WHICH SAMPLED. We highly suggest **NOT** shipping on Thursday/Friday as samples may sit over the weekend with the shipper and become warm.

**Direct ship samples to: Edge Analytical—1620 South Walnut Street—Burlington, WA 98233
~ or ~ Drop off samples at any Edge Analytical laboratory.**