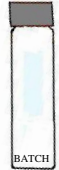




Burlington, WA	Corporate Laboratory (a)	1620 S Walnut St	Burlington, WA 98233	800.755.9295 • 360.757.1400
Bellingham, WA	Microbiology (b)	305 W. Orchard Dr Ste 4	Bellingham, WA 98225	360.715.1212
Portland, OR	Microbiology/Chemistry (c)	3150 SW Pioneer Ct Ste W	Wilsonville, OR 97070	503.682.7802
Corvallis, OR	Microbiology (d)	340 SW Third Street	Corvallis, OR 97333	541.753.4946

Sample Collection Procedure for **TOC** Total Organic Compounds

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

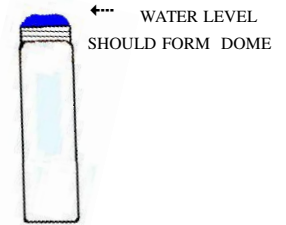


TOC SAMPLE KIT CONTENTS:

- * 1 - 60mL muffled amber vial
 - labeled with a Batch date.
 - containing 3 drops of concentrated HCl **CAUTION: HCl is Corrosive.**
(This is done to prevent bacteria growth from occurring and to begin the process of eliminating IC constituents.)
- * Water Sample Information 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.**
 - See diagram below.
- 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 our laboratory.
If they become warm or freeze they will be rejected.

If the 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 PRIOR TO 4PM ON FRIDAY OF THE WEEK IN WHICH YOU SAMPLED. We highly suggest NOT shipping on Thursday/Friday as samples may sit over the weekend with the shipper and become warm.

▼ Return samples To:
Corporate office & Main Lab
Edge Analytical
1620 South Walnut Street
Burlington, WA 98233

Additional copies of this WSI are available online at www.EdgeAnalytical.com under Resources/Forms.
Please call 800-755-9295 if you have any questions.