



## INSTRUCTIONS FOR COLLECTING COMPLIANCE WATER SAMPLES FOR **Total Organic Carbon** (TOC)

**(One sample is collected at source and the second is collected at distribution site by following the steps below. There are 3 vials per sample.)**

1. Collect samples at the sample point preprinted on the sample form.
2. Remove any screen, hoses and aerators from end of faucet.
3. Run COLD water for 3 to 5 minutes to make sure water has not been sitting for a long time in pipes or tanks.
4. Turn water down so it does not splash.
5. Remove vial cap. Do not allow inside of cap, inside of vial, or threads to be touched by any object. **CAUTION!!: The 3 vials contain a small amount of 1:1 Hydrochloric acid as a preservative. Hydrochloric acid is a strong acid and will cause burns. Open the bottles slowly and carefully.**
6. Fill vials carefully to the shoulder. An air pocket is OK.
7. Screw cap's on securely.
8. Fill out the required information on sample form. **SIGN THE FORM!** The sample will not be processed unless the form has a signature!
9. Return vials with completed paperwork to lab immediately after sampling.

**IF YOU HAVE ANY QUESTIONS....PLEASE CALL THE MAINE DRINKING WATER PROGRAM  
AT (207) 287-2070 OR YOUR LABORATORY**