



Victoria: 460 Tennyson Place, Unit 1, Victoria, BC V8Z 6S8 Ph: (250) 385-6112 Toll Free: (866) 385-6112
 Courtenay: 2755 B Moray Ave, Courtenay, BC V9N 8M9 Ph: (250) 338-7786 Toll Free: (800) 665-8566

Maxxam Job #: _____

Company: _____
 Contact Name: _____
 Mailing Address: _____

 Phone #: _____
 E-mail: _____

If your drinking water source services two or more homes, we strongly recommend that you contact local health authorities to find out how the Drinking Water Protection Act applies to this system. Please be aware that, in this situation, we are legally obligated to report results directly to local health authorities.

All information on this form must be completed before testing can commence

Please note your invoice may be subject to a minimum bill.

Payment Received: Yes No

Sample Collection

For determining drinking water quality, samples should be representative of the water that will be consumed; therefore, we suggest sampling at the kitchen tap. However, other sampling locations may be used to determine pre-treatment water quality or for troubleshooting purposes.

1. Remove aerator/screen from faucet.
2. Let the water run for 5 minutes.
3. Label the bottle with your name, date and time you are taking the sample.
4. Fill all bottle(s) provided. Take care not to touch the inside of the bottle or underside of cap.
5. Cap the sample and place it in fridge or small cooler with icepack.

Remember: It is important that you do not contaminate the sample as you handle the container. Wash your hands before you start and be careful not to touch the rim of the bottle or the inside of the cap.

DON'T:

- Don't rinse or boil any bottle you receive from the lab.
- Don't let the sample sit out overnight, please refrigerate.
- Don't freeze the sample.

Sample Transportation & Delivery

1. Samples should arrive at the laboratories (Courtenay or Victoria) within 24 hrs of sampling. Ship samples between Monday and Thursday to avoid lab scheduling conflicts.
2. The sample should be kept cool during transit (<10°C - refrigerated or packed on ice).
3. Fill out the Chain of Custody (COC) form beside these instructions and submit with the sample. Incomplete or missing COC's will result in delays impacting turnaround time and the lab's ability to proceed with time sensitive tests.
4. Delivery Options:
 Personally deliver samples to Courtenay or Victoria
 Overnight shipping: If you ship a sample on the same day that it was collected you can use an overnight courier.
 Same day shipping: Available from Ken's Transfer, Ace Courier, and Greyhound (Courtenay only). Please contact the lab for details.

After Hours Contact #: _____
 Regular Turnaround Time (TAT) **RUSH** Please contact the lab (5 days for most tests) **Surcharges will be applied**
 Date Required: _____

SPECIAL INSTRUCTIONS:
 Return Cooler Ship Sample Bottles (please specify)

				PLEASE CIRCLE				ANALYSIS REQUESTED PLEASE SELECT BELOW				Report Drinking Water Criteria DWG14
Sample Identification (Sample Location &/or Description)	Lab Identification	Sample Location (eg. Tap, Wellhead)	Date/Time Sampled (24hr)	Samples from a Drinking Water Source? Y/N	Does source supply multiple households? Y/N	Are individuals drinking this water? Y/N	Are you on a boil water advisory? Y/N	Drinking Water Scan	Home Safety Scan	Total Metals Scan including Hardness & Hg	Total Coliform and E. Coli	
1				Y	Y	Y	Y					x
				N	N	N	N					
2				Y	Y	Y	Y					x
				N	N	N	N					
3				Y	Y	Y	Y					x
				N	N	N	N					
4				Y	Y	Y	Y					x
				N	N	N	N					
5				Y	Y	Y	Y					x
				N	N	N	N					

Print name and sign			Print name and sign			Laboratory Use Only							
*Relinquished By:	Date (yy/mm/dd):	Time (24 hr):	Received by:	Date (yy/mm/dd):	Time (24hr):	Time Sensitive	Temperature on Receipt (°C)			Custody Seal	Yes	No	N/A
						<input type="checkbox"/>	A) <input type="checkbox"/>	B) <input type="checkbox"/>	C) <input type="checkbox"/>	Present?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
							Just sampled & rec'd on ice: <input type="checkbox"/>			Intact?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Standard Price Sheet

Packages	Analyses / Sample Containers	Choose this package because:
Drinking Water Scan	Alkalinity, Bacteriology (Total Coliform, E. coli), Chloride, Colour, Conductivity, Fluoride, Nitrate, Nitrite, pH, Sulphate, TDS, Turbidity, Total metals including Hardness and Hg 1 - 240mL sterile container 1 - 40mL clear glass vial & Hydrochloric Acid Preservative* 1 - 1L plastic bottle	<ul style="list-style-type: none"> I have no obvious water quality issues but have never tested my well water and want to make sure it is safe to drink There is a distinct color / taste to my water There is staining / scaling on my fixtures I need to install a treatment system
Home Safety Scan	Bacteriology (Total Coliform, E. coli), Chloride, Fluoride, Nitrate, Nitrite, pH, Sulphate, TDS, Total metals including Hardness 1 - 240mL sterile container 1 - 1L plastic bottle	<ul style="list-style-type: none"> I have no obvious water quality issues but have never tested my well water and want to make sure it is safe to drink I am buying a new home
Total Metals including Hardness & Hg	Aluminum, Antimony, Arsenic, Barium, Beryllium, Bismuth, Boron, Cadmium, Calcium, Chromium, Cobalt, Copper, Iron, Lead, Lithium, Magnesium, Manganese, Mercury, Molybdenum, Nickel, Potassium, Selenium, Silicon, Silver, Sodium, Strontium, Sulphur, Thallium, Tin, Titanium, Uranium, Vanadium, Zinc, Zirconium & Hardness 1 - 40mL clear glass vial & Hydrochloric Acid Preservative* 1 - 120mL plastic bottle	<ul style="list-style-type: none"> My treatment system is designed to remove minerals from my water I am concerned about naturally occurring metals. Eg. arsenic, boron, iron, sodium, manganese I am concerned about metal contamination. Eg. lead, copper, cadmium, etc.
Bacteriology	Total Coliforms and E. coli 1 - 240mL sterile container	<ul style="list-style-type: none"> Annual water quality assurance I am not sure my UV light is working There has been very heavy rainfall / flooding in my area
Tannin and Lignin	250mL plastic bottle	
UV Transmission	120mL plastic bottle	

* Note hydrochloric acid is corrosive so please take care not to overfill the vial to prevent spillage on your hands. If you get any on your skin, please wash with water for several minutes and refer to the MSDS included for more information.

Please note your invoice may be subjected to a minimum bill, please contact your Project Manager for further details.

For further information and resources on result interpretation, please visit our Drinking Water Resource Center:

<http://maxxam.ca/maxxams-resource-centre-for-drinking-water-testing>

You may also contact Vancouver Island Health Authority:

Medical Health Officer: 800.204.6166

Drinking Water Officer: 250.755.6215