



**DEPARTMENT OF WATER MANAGEMENT
CITY OF CHICAGO**

GENERAL INSTRUCTIONS FOR RESIDENTIAL WATER SAMPLE COLLECTION AND TESTING

READ THESE INSTRUCTIONS CAREFULLY AND COMPLETELY BEFORE COLLECTING WATER SAMPLES.

THESE INSTRUCTIONS ARE ONLY FOR COLLECTING WATER SAMPLES FROM THE CHICAGO RESIDENCE THAT THE KIT WAS MAILED TO.

DO NOT USE THE WATER IN YOUR HOME FOR AT LEAST SIX (6) HOURS BEFORE COLLECTING WATER SAMPLES.

DO NOT FLUSH ANY WATER FROM YOUR FAUCET PRIOR TO FILLING THE BOTTLE

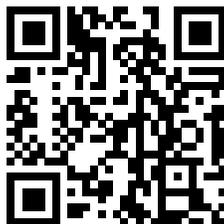
COLLECTION OF WATER SAMPLES MUST BE:

- **COMPLETED IN ONE LOCATION**
- **FROM THE SAME FAUCET**
- **ON THE SAME DATE**
- **DURING THE SAME TIME PERIOD**

ONCE THE WATER SAMPLES ARE COLLECTED PLACE BOTTLES BACK IN BOX ALONG WITH THE RESIDENTIAL WATER TESTING FORM AND SEAL BOX WITH TAPE PROVIDED

PLEASE CALL 312-742-2406 TO HAVE THE BOX OF BOTTLES PICKED UP FROM YOUR HOME.

FOR FURTHER INFORMATION OR QUESTIONS VISIT: WWW.CHICAGOWATERQUALITY.ORG



PROCEDURES FOR RESIDENTIAL WATER TESTING

Thank you for requesting a water sample kit and for collecting water samples from your home. **PLEASE READ THROUGH THESE INSTRUCTIONS CAREFULLY AND COMPLETELY BEFORE COLLECTING WATER SAMPLES FROM YOUR HOME.** With these instructions you will find in the box, the RESIDENTIAL WATER TESTING FORM. Steps 1 through 5 must be completed. This form must be completed to the best of your knowledge. Also, in the box are a plastic bag and 3 empty bottles.

Bottle 1-Yellow Label. Bottle 2- Green Label. And Bottle 3- Blue Label.

DO NOT USE THE WATER IN YOUR HOME FOR AT LEAST SIX (6) HOURS BEFORE COLLECTING WATER SAMPLES.

- This includes no flushing the toilet, using the shower, washing dishes, running the washing machine or getting a quick drink of water. In advance, please fill a pitcher of water and place in the refrigerator should you need water during this 6-hour period.
- If you live in a multi-unit building it is not necessary to restrict the use of water in other units of your building.
- If a faucet has a leak or drips please make repairs prior to collecting water samples and note the repairs on the **Residential Water Testing Form.**
- If you have accidentally used water during the prior 6-hours **DO NOT** collect water for sampling.

SELECT WATER SAMPLING LOCATION

- DO NOT SAMPLE FROM A FAUCET THAT HAS A WATER FILTER ATTACHED
- DO NOT SAMPLE FROM A FAUCET THAT HAS WATER SOFTENER ATTACHED
- DO NOT REMOVE OR CLEAN AERATOR BEFORE SAMPLING
- DO NOT FLUSH ANY WATER FROM YOUR FAUCET PRIOR TO FILLING THE BOTTLE
- Water samples may be collected from either the kitchen or bathroom faucet. Choose the location that is most often used for cooking and drinking purposes. If there is a FILTER on the kitchen or bathroom faucet, please by-pass the filter before collecting any water samples.
- **PLEASE COLLECT WATER SAMPLES IN THE FOLLOWING ORDER & COMPLETE THE RESIDENTIAL WATER TESTING FORM**

SAMPLE BOTTLE #1 (Yellow label)

- **Open bottle #1 (Place lid on a clean surface)**
- Note the time on the Residential Water Testing Form and the label on the bottle.
- Note the time the water last used on the water bottle label.
- **Place bottle below the faucet and turn only the COLD water tap on.**
- It is important to collect the water that first flows from the faucet.
- Fill the bottle to one liter at the bottle neck, just below the top of the bottle (see image).
- Allow the cold water to continue running.



1-Liter bottle-Fill Line



SAMPLE BOTTLE #2 (Green label)

- **Open bottle #2 while cold water continues to run. (Place lid on a clean surface)**
- **After three (3) minutes**, fill the bottle to one liter at the bottle neck, just below the top of the bottle (see image).
- Note the time on the Residential Water Testing Form and the label on the bottle. Note the time the water last used on the water bottle label.
- Allow the cold water to continue running.



SAMPLE BOTTLE #3 (Blue label)

- **Open bottle #3 while cold water continues to run. (Place lid on a clean surface)**
- **After two (2) minutes** (now a total of five (5) minutes has elapsed since first bottle was filled), fill the bottle to one liter at the bottle neck, just below the top of the bottle (see image).
- Note the time on the Residential Water Testing Form and the label on the bottle. Note the time the water last used on the water bottle label.
- Turn off the water.



UPON OBTAINING ALL 3 SAMPLES, CLOSE ALL THE BOTTLES TIGHTLY.

- **PLACE BOTTLES BACK INTO BOX.**
- **COMPLETE THE RESIDENTIAL WATER TESTING FORM.**
 - Sign and date Residential Water Testing Form. Steps 1 through 5 are required.
 - Call the phone number on the Residential Water Testing Form for pick-up of the bottles.
 - Place the Residential Water Testing Form in the plastic bag provided.
 - Before closing box make sure all three bottles are closed tightly and plastic bag with the Residential Water Testing Form is inside the box.
 - Close box and seal with tape provided.
 - Place box in a location (such as the entryway or front door) for pick up by DWM staff.
 - Please call **312-742-2406** to have the water samples picked up.
 - **Samples must be picked up within four (4) calendar days after water is collected or it will not be analyzed.**



ONCE THE BOTTLES ARE RETURNED TO THE DEPARTMENT OF WATER MANAGEMENT

- The bottles will be delivered to an independent water testing laboratory.
- The water will be analyzed and results returned to the department of water management.
- The department will then review the results.
- The department will send you a letter to inform you of your results within 10 business days after we receive the results from the laboratory. If any of your samples are greater than the lead action limit of 15 µg/L, you will also be contacted by phone within two business days after we receive the results from the laboratory. The results will be posted on DWM's website at the "block level" – this means that the last two digits of the street number of the address will be removed and replaced with "XX".
- Copies of the results will be provided to the Illinois Environmental Protection Agency and the Chicago Department of Public Health.

THANK YOU FOR YOUR TIME AND PARTICIPATION IN THE RESIDENTIAL WATER TESTING.

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