



Cleveland Water

LEAD AND COPPER COMPLIANCE MONITORING – 2021

PLEASE READ ALL INSTRUCTIONS A FEW DAYS BEFORE YOU PLAN ON SAMPLING

You are receiving this kit to collect samples for Cleveland Water's Lead and Copper Compliance Monitoring, which we are required to conduct regularly in accordance to federal law. Following sampling instructions is very important as the water you are collecting is used to determine if our corrosion control treatment techniques continue to be effective.

SAMPLE COLLECTION INSTRUCTIONS

Check the box after you read each step.

- Verify that your sampling kit includes 1-liter wide-mouthed sample bottle(s), this instruction sheet, and the chain of custody form that you must complete. If you are a five-bottle sampler, the bottles should be numbered 1 through 5.
- In the days leading up to sampling** use the water as normal at the kitchen sink. Ensure you do not have a filter on the faucet or an under-sink filter on the cold water line. Do not intentionally hard flush the faucet or remove/clean the aerator screen. If your water service was interrupted by a water main break or hydrant flushing or if you removed the aerator screen to clean it and hard flush your cold water plumbing, please call our Water Quality Line at 216.664.2639 for further instructions.
- The night before sampling:**
 1. Notify all people who live in the home that water must not be used for at least 6 hours so samples can be collected. You may want to leave "do not use until samples are collected" notes on faucets and fixtures.
 2. Turn off automatic ice cube makers, automatic sprinklers and whole-house treatment units, such as a water softener. Hot water heaters can be left on.
 3. If your kitchen sink has a single-handle faucet, turn off the hot water valve under the kitchen sink. Check to ensure only cold water comes out of the kitchen tap.
 4. Set the sample bottle(s) on the counter beside the kitchen sink. Leave the cap(s) on the bottle(s).
 5. Set a reminder on your alarm to collect the water samples first thing in the morning, before any water is used in the home.

COLLECTING SAMPLES

- Sampling can only be done at the kitchen faucet and only after and ALL water outlets in the house including showers, toilets, the washing machine, and outdoor plumbing have sat unused for at least 6 hours. Each sample bottle will need filled completely. Partially filled sample bottles will invalidate the sample(s).
- 1. Before the water is turned on, unscrew the cap(s) from each bottle and place them on the counter. The cap(s) are interchangeable.
- 2. If you are a 5-bottle sampler, arrange the bottles in numerical order with the #1 bottle closest to the sink.
- 3. Hold the #1 bottle under the kitchen tap, then turn on the cold water so all water that comes out of the faucet goes into the bottle. Use normal flow, just like you were filling a glass of water.
- 4. As the #1 bottle fills to the bottle lip, lower the bottle and, if you are a 5-bottle sampler, quickly move the #2 bottle into the flow stream ABOVE the #1 bottle taking care to catch all the water. Place the filled bottle opposite the empty bottles.
- 5. Repeat this step until all provided bottles are filled. After all bottles are filled, turn the water off.
- 6. Screw a cap tightly onto each bottle. Check to make sure each cap does not leak when tipped over. If a cap leaks, take it off the bottle and screw it on straight.
- 7. Dry the outside of each bottle.

COMPLETING THE FORM & CALLING FOR PICKUP

As soon as all provided sample bottles are capped, complete the chain of custody form (reverse side). You must sign the form for the samples to be considered valid. Then please call our laboratory at 216.664.3171 and let us know your sample kit is ready for pickup. If you reach the voicemail, please leave your name, phone number, address and say that your compliance samples are ready. After you've scheduled your pickup, place all sample bottles along with the completed chain of custody form back in the kit and place the kit outside in the same location where we left it.

Cleveland Water will collect your water quality samples, test them, and report the results to you within 2 business days after receiving the results. If you have questions on how to sample, please watch our online video (clevelandwater.com/leadsampling) or contact our Water Quality Line at 216.664.2639 Monday through Friday from 8 a.m. to 5 p.m.

(Turn over and complete the chain of custody form)

Sample Number: _____

(To be filled in by Cleveland Water)