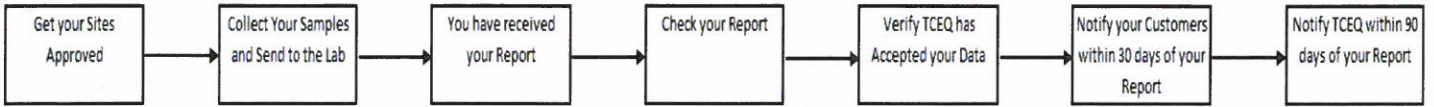


Lead and Copper Instructions and Checklist

Where are you?



You have already filled TCEQ Form 20467 and have your sites approved. You are ready to sample!

Are homeowners collecting samples?

Provide homeowners with "Homeowners Instructions". The bottom half is filled out by homeowner. You use that information to fill out form 20683. You keep the homeowner instruction form for your records.

Fill out form 20683. See example attached.

Fill out invoice/reporting information so we know where to send your reports and invoices.

Label bottles according to homeowner collection information.

Ship bottles, form 20683, invoice and reporting information before June 23rd 2017.

Lab's Shipping address: **Eastex Environmental Laboratory**
35 Eastex Lane, Coldspring Tx 77331

Eastex Lab will pick up, at no cost, samples in the East Texas/Houston area. Call 936-653-3249 to schedule a pick-up.

You have received your analytical report from the laboratory. (If not, call the lab). Eastex Lab has submitted your data electronically to TCEQ in the required format.

Check your report. Make sure addresses, spelling etc is correct.

Verify TCEQ has accepted your data by going to Texas Drinking Water Watch, click "PBCU Summaries"

Notify your customers within 30 days of report date.

Notify TCEQ within 90 days that you have notified your customers

File all your paperwork for your records.

You are on the State List for Lead and Copper Testing. We want to make it as painless as we can, so we made you this kit!