



## Texas Commission on Environmental Quality Lead and Copper Program Homeowner Tap Sample Collection Procedures

We are providing you a sample bottle to collect a drinking water sample as part of your public water system monitoring program to determine the lead and copper levels in your tap water. This sampling effort is required by the U.S. Environmental Protection Agency (EPA) and the Texas Commission on Environmental Quality (TCEQ) under the Lead and Copper Rule and is being accomplished through the cooperation of homeowners and residents.

**You must collect samples by the due date arranged by your public water system representative. Please carefully follow the sample instructions below.**

Collect samples from an **inside cold water tap** that has not been used for a **minimum of 6 hours**. Because of this requirement, the best time to collect samples is either early in the morning or in the evening upon returning from work. Be sure to use inside kitchen or bathroom cold water taps that have been used for drinking water consumption in the past few weeks. The collection procedure is described below.

1. Prior arrangements will be made with the customer to coordinate the sample collection event. Dates will be set for sample kit delivery and pick-up by water department staff.

2. There must be a minimum of **6 hours** during which there is no water used from the inside tap the sample is taken from and any taps adjacent or close to that tap. Either early mornings or evenings upon returning home are the best sampling times to ensure that the necessary stagnant water conditions exist. Do not intentionally flush the water line before the start of the 6 hour period.

3. Use a **kitchen or bathroom cold-water faucet** for sampling. If you have water softeners on your kitchen taps, collect your sample from the bathroom tap that is not attached to a water softener, or a point of use filter, if possible. **Do not remove the aerator prior to sampling.** Place the opened sample bottle below the faucet and gently open the cold water tap as you would do to fill a glass of water. Fill the sample bottle to the line marked “1000-ml” and turn off the water.



4. Tightly cap the sample bottle and place in the sample kit provided. Please review the sample kit label at this time to ensure that all information contain on the label is correct.

5. If any plumbing repairs or replacement has been done in the home since the previous sampling event, note this information on the label as provided. Also if your sample was collected from a tap with a water softener, note this as well.

6. Place the sample kit in the same location the kit was delivered to so that public water system staff may pick up the sample kit.



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7. Results from this monitoring effort and information about lead will be provided to you as soon as practical but no later than 30 days after the public water system learns of the tap monitoring results. However, if excessive lead and/or copper levels are found, immediate notification will be provided (usually 1-2 working days after the public water system learns of the tap monitoring results). A house that is in exceedance is over 0.015 mg/L for lead and over 1.3 mg/L for copper. Your water system provider will help you with a re-sample if your results come back over one or both of these levels.

Call \_\_\_\_\_ at \_\_\_\_\_ if you have questions regarding these instructions.  
(public water system representative)

Homeowner – complete and attach this to sample bottle for water system provider

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**TO BE COMPLETED BY RESIDENT**

LCR \_\_\_\_\_

Sample Location: \_\_\_\_\_  
(sample address)

Water was last used:            Time \_\_\_\_\_            Date \_\_\_\_\_

Sample was collected:        Time \_\_\_\_\_            Date \_\_\_\_\_

Which inside sink was used:     Kitchen  Bathroom  Water Fountain  Other \_\_\_\_\_

I have read the above directions and I have taken a tap sample in accordance with these directions.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date