



Mercer County Board of Health

Instructions on How to Submit a Water Sample

1. Collection: See the reverse side of the Water Sample Form for instructions on how to sample your water.
2. Fill out all highlighted areas on the water sample form. Because the form is in triplicate, be sure to press hard when filling out the form.
3. After collecting the water sample, fold the form in half and wrap around the sample bottle. Put both the form and the bottle in the mailing container.
4. Collect the sample of a **Monday, Tuesday, or Wednesday** and mail at the post office the same day.

IMPORTANT NOTES:

- If the test kit is not mailed properly, it will be returned and untested.
- Mail the test kit overnight.
- Tubes have been crushed during shipping. Placing the tube in a box may help provide added protection.



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Recommended Procedures for the Disinfection of Private Water Supplies

All new water supplies, repair work on existing systems, and those testing positive for bacteria are usually contaminated during construction. These systems should be disinfected before samples are collected for bacteriological examinations and/or the water used for drinking or domestic purposes.

How to Disinfect Private Water Supplies

1. Pour one-half gallon of laundry bleach (Sodium Hypochlorite, 5.25% available chlorine) into the well.
2. After approximately 5-10 minutes, open all taps until water from each of the taps has a distinct chlorine odor. This circulation of the sanitizing agent through all pipes will destroy contamination existing in the supply lines.
3. Pour another quart of laundry bleach into the well. Allow this solution to remain in the water at least 12 hours.
4. After this 12-hour contact period, again, open ALL faucets. Allow water to run until the odor of chlorine disappears.
5. Request your health department to collect sample for laboratory analysis or a water test kit to send yourself. These samples can be collected Monday, Tuesday, or Wednesday.
6. This disinfection procedure should be accomplished at least one week prior to the time you desire the sample to be collected. This is to ensure that all chlorine will be gone from the water supply. The sample CANNOT be collected if any residual chlorine is present.

The above procedure should be carried out to disinfect any water supply suspected to be contaminated.

Please be advised, the process of disinfection is only temporary and only water present in the well at the time of treatment is disinfected. Fresh water seeping into the well may be contaminated.



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Protecting Your Water Supply

1. Have your well sampled annually for harmful bacteria.
2. Make sure the well is located 100 feet from a septic system, barnyard, livestock area and 25 feet from streams, rivers and impoundments.
3. Make sure the well is properly constructed meaning casing extends 12" above the ground and to a proper depth below ground, and if required, properly grouted.
4. Inspect your well. Look for cracks, corrosion, or damage to the well casing or cap. Ensure the vent faces downward and is screened.
5. Do not mix or use pesticides, fertilizers, herbicides, degreasers, fuels, or other pollutants around or up-grade from the well.
6. Do not dispose of anything into unused wells. Properly abandon unused wells.
7. Never dispose of hazardous materials into a septic system.
8. Routinely pump and inspect septic systems.
9. Hire only certified well drillers for any construction, modification, or abandonment of a well.