

INDIVIDUAL NITRATE/NITRITE SAMPLING INSTRUCTIONS

Sample is Time Sensitive

The freezer pack must be frozen at least 24 hours before sampling.
Please read all instructions completely before sampling.

1. **Sample must be collected on the third Monday of the month and returned to the Division of Chemistry by 3pm Tuesday (next day delivery).**
2. The sample must be collected at the sample site described in Section 1 on the reverse side of this sheet.
3. **Place the frozen cooling pack into the sample shipping package immediately before collecting the sample.** It is critical that the sample be kept chilled or refrigerated from the time of collection until the sample is analyzed.
4. Open the sample tap (use cold water tap only) and flush until the water temperature stabilizes.
5. Remove the cap from the 200-mL plastic sample bottle and fill to the neck, leaving ½ inch of space. (You can use the sample bottle even if the cap came off in shipment.)
6. Replace the bottle cap and tighten securely.
7. Complete Section 2 on the reverse side of this sheet. **It is important that all the information be supplied. Samples received without this sheet, or without Section 2 fully completed, will be rejected and not analyzed.**
8. Place the sample bottle and this sheet back into the sample shipping package. **This sheet must be returned with the sample.**
9. Close the sample shipping package and seal the package with tape. (NOTE: please do not seal the inside cooler with tape).
10. **Immediately** send or hand-deliver the sample shipping package to:
North Dakota Department of Environmental Quality
Division of Chemistry
2635 E Main Ave
PO Box 5520
Bismarck, ND 58506-5520.

Sample must arrive by 3pm Tuesday (the day after collection). Late samples will be rejected by the lab and will need to be recollected the following month.

Contact Tammy Lamphear at 701-328-5295 or tmlamphear@nd.gov if you have any questions about the sampling. We appreciate your cooperation in working with us to meet the sampling requirements for Nitrate/Nitrite under the Safe Drinking Water Act.