

# EnviroTestKits®

## DRINKING WATER TESTING

### Safe Home® GLYPHOSATE

Thank you for purchasing from EnviroTestKits®. All in-lab testing is performed by our EPA Certified Laboratory, Environmental Laboratories, Inc. - (ELI). EnviroTestKits® are for informational purposes only and are not intended for Regulated Reporting.

#### ONE WATER SAMPLE LOCATION PER KIT \* DRINKING WATER ONLY

#### CONTENTS NEEDED FOR TESTING:

1. **These Instructions** and the General Public Chain-of-Custody (on the reverse side).
2. **(1)** – Small plastic bag to place your paperwork in, for return shipment with your water sample.
3. **(1)** – 40 ml sample vial.
4. **(1)** – Small plastic bag to place sample vial in for return shipping.
5. **(1)** – Return shipping package (the same rubber-band, Styrofoam clamshell and box which holds the contents of this kit).

#### SAMPLE COLLECTION AND SHIPPING PREPARATION:

- **Read instructions completely before starting:** Then, please make sure the Chain-of-Custody on the reverse side of this sheet is filled out completely and legibly.
- **Kit Registration:** Please go to our website [www.envirotestkits.com/registerkit](http://www.envirotestkits.com/registerkit) and register your kit (it will take about one minute). This step is **REQUIRED!** Once your water sample is registered online, you will receive an order number, via email. Place your order number in the “**ORDER NUMBER**” box on the reverse side of this form. This will allow us to get your test results to you correctly and on time. Please make sure the email address you provide is correct. An incorrect email address will prevent you from properly registering your kit and delay you from receiving your test results.
- **Faucet:** Sample from a cold-water tap. Turn on the faucet and allow the water to run for 5 minutes, before sampling. Turn the flow back, to where the water exiting the faucet is roughly the same diameter as a pencil.
- **Collecting Water Sample:** Remove cap from 40 ml vial. Fill the vial to the neck, leaving an air space. Slowly, yet firmly, place cap back on top of the vial and tighten. Do not over-tighten cap.
- **Check for leaks:** Shake vial to make sure there are no leaks. If you see a leak, repeat the steps above for placing cap onto the vial.
- **Name, Date, Time, Location:** After capping the vial, wipe the ID label on the vial until it is dry. On the label; place your first and last name, as well as the date, time and location at which you collected the sample.

#### SAMPLE SHIPPING INSTRUCTIONS:

- **Packaging your sample & paperwork:** Use the same box and Styrofoam clamshell that was provided to you. After collecting your water sample, place the sample vial into one of the small plastic bags provided and seal the bag. Place the bag holding your sample vial, inside of the Styrofoam clamshell. Place the rubber-band around the assembled clamshell. Place your paperwork into the plastic bag it came in and seal the bag. Place the plastic bag holding your paperwork, under the rubber-band and on the outside of the Styrofoam clamshell. Place the Styrofoam clamshell into the cardboard box provided (return-shipper). Tape and secure the box.
- **For best results, ship your water sample on the same day it is collected:** We provide Free Return Shipping by USPS. Just drop the kit into your mailbox. However, if you wish to receive your test results faster, please select an expedited form of return shipping to our laboratory (Next-Day or 2<sup>nd</sup> Day Air or 3-Day Special). **NOTE: Expedited shipping is at your expense. We do not accept packages on weekends or holidays. Please plan your expedited shipping accordingly.**
- **Expedited Shipping:** Place your Safe Home test kit box, with your water sample and paperwork inside of, another box. Secure the box and ship to **EnviroTestKits, 635 Green Road, Madison, IN 47250.**
- **Shipping:** EnviroTestKits nor ELI accepts any responsibility for samples provided to the laboratory with improper sample volume or broken in shipment. If your sample does not arrive properly, you will be notified and can re-submit a new sample. Once testing of your water sample is completed, we will send you a Certified Lab Report in the number of days noted on the reverse side of this sheet. The number of days does not include time-in-transit of your water sample or weekends or holidays.  
**(SEE REVERSE SIDE)**

(REV: 07/05/19)