

ROCK COUNTY PUBLIC HEALTH DEPARTMENT

North Office

P.O. Box 1088
Janesville, WI 53547-1088
608-757-5440
608-758-8423 (fax)



www.co.rock.wi.us

South Office

61 Eclipse Center
Beloit, WI 53511
608-364-2010
608-364-2011 (fax)

Collecting a Water Sample

Complete the Laboratory Water Request form as fully as possible, writing only on the front of the form. Write your name on the side of the sample bottle.

Sample Collection for Drinking Water

Bacteria and Nitrate can be tested from a single bottle. (2 bottles if collecting from separate taps).

Carefully select your cold water sample tap**

- For the faucet that you select, avoid leaky faucets or one that has just been repaired
- If your faucet has screens or aerators these must be removed

1. Keep sampling bottle closed until sample bottle is to be filled
2. Open tap fully and let water run for 2-3 minutes
3. Turn off tap
4. Clean off the opening of the spout with rubbing alcohol
5. Turn tap back on at mid-flow and let run for 2-3 minutes more
6. At the end of 2-3 minutes, carefully remove bottle lid making sure to not touch the inside of the lid
7. DO NOT RINSE BOTTLE
8. Fill bottle at least to the top line (may go higher), and carefully replace bottle lid. Label bottle with your name and fill out sample sheet
9. Deliver water samples to the health department the same day it was drawn, if not able to then call the health department for special arrangements.

**If sampling from a mixing faucet, remove faucet screen and/or aerators, run hot water for 2 minutes then cold water for 2-3 minutes and collect a cold water sample as indicated in #3-7 above.

Chlorinated Water Samples

Samples collected from continuously chlorinated water, such as city water supplies, must be collected in a special bottle containing a chlorine neutralizing substance. These special bottles are not appropriated for wells that have been temporarily chlorinated. Temporarily chlorinated wells should be pumped until they are free of chlorine prior to sampling.

For more information: Call (608) 757-5440 or write:

Rock County Public Health Department
Attn: Laboratory
P.O. Box 1088 (3328 U.S. Hwy 51 N)
Janesville, WI 53547-1088

How To Transport Your Water Samples

1. A single sample bottle can be used for a nitrate and bacteria test (unless samples are collected from separate taps). The sample bottle used must be provided by the Health Department Laboratory.
2. Label each sample bottle with your first and last name.
3. Check to make sure that the caps are tightly applied.
4. Place at least 3 ice cubes* in the plastic bag enclosed with the water sample collection bottles.
5. Bring your samples immediately to the Health Department Laboratory. If samples are too old they may be rejected.

*Do not use commercial frozen ice packs. You must use “wet” ice for transporting your samples.

SAMPLES ARE ACCEPTED:

North Office (Janesville):

Monday - Wednesday 8:00 a.m. – 5:00 p.m.

Thursday 8:00 a.m. – 12:00 noon

South Office (Beloit):

Monday - Thursday 8:00 a.m. - 9:30 a.m.

FEES:

Bacteria	\$24.00
Nitrates	\$24.00

****We accept Cash, Check or Credit/Debit Cards (if using a credit/debit card, an additional fee charged through GovPayNet for use of their services).**

Preventing Illness and Enhancing Health Through Quality Service