

# ENVIRONMENTAL ANALYSIS REQUEST FORM (Non-Drinking Water)

PLEASE COMPLETE ALL APPLICABLE INFORMATION



**State of Idaho**  
**Bureau of Laboratories**  
**2220 Old Penitentiary Rd.**  
**Boise, ID 83712**  
**208-334-2235**  
**EPA No. ID00018**

Customer / Agency Name:			
Mailing Address:			
City:		State:	Zip:
Attention:		Phone:	
Email:		Fax:	
Collector (if different than above):		Contact Phone #:	
Date Collected:		Time Collected: (24 hour clock)	
Additional copy of report sent to:			
Address:		City:	State: Zip:
Sample ID:		Sample Location: (Project Name/ Code/ Site):	

**SAMPLE MATRIX**

- |  |   |  |                                |                                      |
|--|---|--|--------------------------------|--------------------------------------|
| <input type="checkbox"/> Surface Water | <input type="checkbox"/> Ground Water   | <input type="checkbox"/> Product / Formulation | <input type="checkbox"/> Soil  | <input type="checkbox"/> Sludge      |
| <input type="checkbox"/> Waste Water   | <input type="checkbox"/> Water, Unknown | <input type="checkbox"/> Biological Tissue     | <input type="checkbox"/> Solid | <input type="checkbox"/> Other _____ |

**METALS**

- | T = Total                           | D = Dissolved   |
|-------------------------------------|---|
| <input type="checkbox"/> Aluminum   | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Antimony   | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Arsenic    | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Barium     | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Beryllium  | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Cadmium    | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Cobalt     | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Chromium   | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Copper     | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Iron       | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Lead       | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Manganese  | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Mercury    | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Molybdenum | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Nickel     | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Selenium   | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Silver     | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Strontium  | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Thallium   | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Tin        | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Vanadium   | <input type="checkbox"/> T <input type="checkbox"/> D |
| <input type="checkbox"/> Zinc       | <input type="checkbox"/> T <input type="checkbox"/> D |
|                                     |   |
| <input type="checkbox"/> Calcium    |   |
| <input type="checkbox"/> Magnesium  |   |
| <input type="checkbox"/> Potassium  |   |
| <input type="checkbox"/> Sodium     |   |

**INORGANIC CHEMISTRY**

- Alkalinity
- Ammonia
- Biochemical Oxygen (B.O.D.)
- Chemical Oxygen (C.O.D.)
- Chlorophyll A / Pheophytin
- Chloride
- Conductivity
- Corrosivity (Langelier Index)
- Cyanide, Total
- Cyanide, Weak Acid Dissociable
- Fluoride
- Hardness
- Hydrogen Sulfide
- Nitrate as N
- Nitrite as N
- Nitrate + Nitrite, Total
- Total Kjeldahl Nitrogen (TKN)
- Orthophosphate as P
- Orthophosphate as P, Dissolved
- pH
- Phosphorous, Total
- Silica
- Settleable Solids (SS)
- Sulfate
- Total Dissolved Solids (TDS)
- Total Suspended Solids (TSS)
- Total Suspended Sediment (TSSC)
- Total Solids (TS)
- Turbidity
- Volatile Solids

**RADIOLOGICAL**

- Gross Alpha
- Gross Beta
- Uranium

**ORGANIC CHEMISTRY**

- VOC – EPA 8260 / EPA 524
- Semi-Volatiles – EPA 525
- TPH – Dx - NWTPH
- Pesticides
- Herbicides
- PAH's
- Oil and Grease

**Other Analysis Requested:**

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**CHAIN-OF-CUSTODY INFORMATION (When Required)**

Relinquished by:	Date:	Time:	Received by:	Date:	Time:	Received with Seal Intact? <input type="checkbox"/> Yes <input type="checkbox"/> No
						Label Tag, COC Agree? <input type="checkbox"/> Yes <input type="checkbox"/> No



Get your forms on the web at: <http://www.statelab.idaho.gov>; select 'Environmental Analysis'

# INSTRUCTIONS

## Paperwork & Labeling

1. **This form must be completed and submitted for each individual sample requiring analysis.** Complete the top portion completely to ensure that proper credit is received for compliance monitoring and accurate customer information is obtained by the Bureau of Laboratories. Be certain that all information is legible.
2. Samples must be collected and preserved in the appropriate manner for the specific test(s) requested. Samples collected inappropriately will be rejected by the laboratory. Please contact the laboratory with any questions.
3. Clearly label all sample containers with the water system name, sample location, date, time, and collector. Ensure that the same sample location is used on both the sample containers and this form.
4. Clearly check the testing services you are requesting the laboratory to provide. The laboratory does not know the specific required testing for an individual customer's circumstance. Refer to your regulatory agency for guidance on specific analyses required.
5. Please fill out a Chain-of-Custody form if you require the sample to be handled as evidence.

## Sample Collection & Handling

1. Contact the laboratory for containers. When testing for organics, due to the nature of some possible target contaminants, do not use rubber hoses or tubing as they are potential sources of contamination. Tygon or Teflon tubing is an acceptable substitute for rubber hoses.
2. Some sample containers provided by the laboratory contain a chemical preservative. DO NOT dump or rinse this material out of the container prior to collecting the sample. It is intended to assist in providing more accurate results. Be cautious to not get any of the material on you. Containers will be labeled with the preservative they contain. Pay special attention to acid preservatives like hydrochloric, nitric and sulfuric acid so that you do not come into contact with these liquids. The lab will provide you with Material Safety Data Sheets for containers that have potentially harmful chemicals. Although preservative materials are generally harmless, any chemical can cause adverse reactions in some circumstances.
3. Fill all sample containers completely. Collapsible plastic containers need to be inflated by blowing into them before filling. The containers issued for the analyses in question are designed to provide the laboratory appropriately preserved samples as well as necessary sample volumes.
4. Sample containers for **VOC analysis (small amber vials with hydrochloric acid)** must be filled so that no air voids remain in the sample container after filling. Invert VOC sample containers after filling and sealing. If an air bubble is visible, open the container and "top-off" with additional water. Contact the laboratory if there is concern about providing sufficient sample volumes.
5. **Drinking Water Sample Collection** – Samples intended for Safe Drinking Water Act compliance monitoring must be collected from a DEQ approved sampling location. Contact your regulatory agency for the appropriate collection location.
6. **Ground Water Sample Collection** – Purge the ground water source by allowing the water to flow for approximately five to ten minutes. Slow the water flow to a manageable flow and fill each sample container. Be careful not to touch the inside of the container or seal as that may contaminate the sample.
7. **Surface Water Sample Collection** – Teflon, Stainless steel, and sometimes brass (depending upon tests needed) bailers are acceptable for sampling. Fill each sample container completely. Be careful not to touch the inside of the container or seal as that may contaminate the sample.
8. **Soil / Solid / Sludge Sample Collection** - Fill each sample container completely. Be careful not to touch the inside of the container or seal as that may contaminate the sample.

**Keep samples cold in an insulated cooler or refrigerator until they can be submitted to the laboratory. Return samples to the laboratory as soon as possible after collection. Some analyses must be completed within 48 hours of sample collection. Contact the laboratory if there is concern about possible submission delays.**

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