

DRINKING WATER SAMPLE SUBMISSION FORM

* Required information

Water samples are **ONLY** being accepted at the Perennia Lab in the Harlow Building at 176 College Road in Truro until further notice.

- Water samples **MUST** be submitted by 1PM Monday to Thursday.
- Water samples are not accepted on Friday.
- Bacteria water samples **MUST** be received at Lab Services within 24 hours of sampling.
- Bacteria water samples with color (brownish/yellowish, etc.) **MUST** be submitted 1pm on Wednesday.
- For additional information and full instructions on **HOW TO TAKE A BACTERIA WATER SAMPLE**, refer to the reverse side of this form.
- It is recommended that samples be kept at less than 10°C until delivered to the laboratory.

Client Mailing Information – PLEASE PRINT CLEARLY		COPY OF REPORT to (if different from mailing information)	
*Type of report (check ONE only): Email Mail		*Type of report (check ONE only): Email Mail	
*Name/Company:		*Name/Company:	
*Address:		*Address:	
*Town/City:	*Postal Code:	*Town/City:	*Postal Code:
*Telephone:		*Telephone:	
*Email:		*Email:	
*Confirm email:		*Confirm email:	
*Registered Drinking Water # (if applicable):		*Confirm email:	
*Client Signature:		Sample Information – PLEASE PRINT CLEARLY	
Select Test(s) Requested For pricing and full list of available testing, refer to the ANALYTICAL SERVICES FEES Bacterial Analysis – Choose only one: (requires sterile, approved container obtained from Lab Services) P/A (Present/Absent – coliform/E. coli) MPN (Estimated count of bacteria – coliform/E. coli) Mineral Analysis – Choose only one: (requires 250mL bottle obtained from Lab Services) Full Mineral Water Package (W1) (Ca, Mg, K, Na, Cl, SO4, Fe, Mn, Cu, Zn, Ba, B, Cd, Cr, Al, pH, Nitrate+Nitrite, Alkalinity, Conductivity and Hardness) Partial Mineral Water Package (Ca, Mg, K, Na, SO4, Fe, Mn, Cu, Zn, Ba, B, Cd, Cr, Al and Hardness) Additional Analysis (subcontracted to an external accredited lab): Uranium ** Lead ** Arsenic ** Other (please specify): _____ **one additional 250mL sample bottle is required for lead, arsenic and/or uranium analysis.		OFFICE USE ONLY: Order ID: Temperature (°C): _____ Initials (Receiver): _____ Date Stamp (received at Lab): Client Called: <input type="checkbox"/> NSECC Called: <input type="checkbox"/> Date: _____ Time: _____ Initials: _____ Comments:	

GENERAL INFORMATION AND PAYMENT:

Nova Scotia Environment and Climate Change recommends bacterial testing of water quality at least every six months and chemical testing of water quality at least every two years.

Samples are analyzed as provided. The laboratory takes no responsibility for the accuracy of the information provided by the person submitting the sample (eg: location, date, time taken, etc.)

Lab Services reserves the right to refuse samples collected in unissued or damaged bottles, samples with an odor of chlorine, or samples containing foreign material.

Lab Services is a testing facility only. It is up to the individual clients to determine what testing they require.

Payment methods: debit, credit cards, cheque or money orders – cash at our Truro location will be phased out as of May 31, 2026. Make cheques or money orders payable to: Perennia Food and Agriculture

If you have any questions, please contact the sample receiving office at (902) 893-6565 or email labs@perennia.ca

INSTRUCTIONS ON HOW TO TAKE A BACTERIA WATER SAMPLE

1. Remove the screen from the faucet. Clean the inside and outside of the tap opening with rubbing alcohol.
2. Run cold water for 3 to 5 minutes.
3. Before taking the sample, reduce the flow rate to approximately the width of a pencil before taking the sample. The flow rate should be low enough to ensure that no splashing occurs as the container is filled.
4. While holding the sample container at the base, remove the seal around the cap before attempting to open the bottle.
5. Remove the cap with the free hand. Be careful **NOT TO TOUCH** the inside of the bottle cap or bottle lip. Continue to hold the cap in one hand with the inside facing down while the bottle is being filled. Do not touch the inside of the cap or lay it down.
6. **NOTE:** Sample bottle contains a powder preservative. **DO NOT** rinse the bottle.
7. Fill the bottle **ABOVE** the 100mL fill line. **DO NOT** allow the bottle to overflow.
8. Carefully replace the cap and ensure it is screwed on securely.
9. Ensure that all relevant sections on the front of this water sample submission sheet are completed. Submit this form along with your water sample.

All bacteria samples must be transported to the laboratory within 24 hours of sampling.

It is recommended that samples be kept at less than 10°C until delivered to the laboratory.