## Filling Out the Labels on the Microbac Enterococci, Nitrate, and Total Phosphorus Sample Bottles

Below are Taunton WWTP lab manager's recommendations on how to fill in the sample bottle labels [Location, date, and time is important for these bottles even though you also have this info on the chain of custody form]:

I. <u>Enterococci</u> (the small round clear 100 ml plastic bottle with the plastic seal on the top)

Label on side of bottle

CLIENT/SOURCE: VEOLIA – TAUNTON (optional)
SITE NAME: DESIGNATION OF SITE e.g. COT 01
SAMPLE #/ANALYSIS: ENTEROCOCCI
DATE/TIME: DATE OF SAMPLE COLLECTION
FILL IN TIME OF COLLECTION HERE

II. <u>Nitrate</u> the smaller of the two opaque rectangular or circular 120 ml bottles says Non-Preserved lower label

Label on side and front of Bottle

| Veolia                               |  |
|--------------------------------------|--|
| Client: <u>Taunton</u>               | Sample ID: collection location e.g. COT 01                             |
| Analysis: <u>Nitrate</u>             | Date//   |
|                                      | Time   |
| * You can leave "Sampled By" bla     | nk - the names of the samplers are filled in at the top of the         |
| Field/Chain of Custody sheet used    | d for the day. Fill everything out at home except sample time. Fill in |
| time in the field on the dry label b | pefore filling the bottle.   |
|                                      |  |
| III. <u>Total Phosphorus</u> the la  | arger of the two opaque rectangular or circular 250 ml                 |
| bottles says preserved with          | n Sulfuric Acid (H <sub>2</sub> SO <sub>4</sub> )                      |
|                                      |  |
| Veolia                               |  |
| Client: <u>Taunton</u>               | Sample ID: collection location e.g. COT 01                             |
| Analysis: <u>Total</u>               | Date/  |
| <u>Phosphorus</u>                    | Time   |
| * Vou can leave "Sampled By" bla     | nk if an the Field/Chain of Custody Sheet Fill everything out at hom   |

<sup>\*</sup>No need to write on the PRESERVATIVE line you can use it for time of collection, ignore collected by since the site designation and chain of custody form provides this information to us. Always use a ball point pen (felt pen ink can run when wet) and fill out everything but time of collection at home. Fill in the time of collection in the field just <u>before</u> you dip the bottle into your bucket to fill it. Always write on a dry label.

<sup>\*</sup> You can leave "Sampled By" blank if on the Field/Chain of Custody Sheet. Fill everything out at home except sample time. Fill in time in the field on the dry label before filling the bottle.