



Baileys Harbor Wastewater Treatment Plant

2605 Summit Rd. Baileys Harbor, WI 54202

PHONE (920)839-2037

EMAIL - bhww@baileysharborwi.gov

OFFICE HOURS - Monday-Friday 7am-3pm

Drinking Water Test Request Form

Samples are only accepted Monday-Thursday 7am-2pm. Call for Holiday schedules. Cash or Check only!

☐ Coliform Bacteria (\$30)

☐ Homeowner's Pkg* (\$110)**

☐ Nitrate (\$50)**

☐ Arsenic (\$55)**

☐ Lead (\$65)**

** Includes \$30 shipping

*Homeowner's Pkg. includes bacteria, nitrate, arsenic & cumulative

See reverse side for sample collection and storage instructions.

Collection Date: ___/___/___ Time: ___:___ (am/pm)

Report to:

(Please print clearly or use an address label)

Name: _____

Address: _____

Address: _____

PO Box: _____

City: _____ State: _____ ZIP: _____

Phone: _____

☐ Email: _____

Well Owner Information

☐ Same as Report to Name & Address

Name: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____

Sample Physical Address

☐ Same as Well Owner Address

Pump Work/Maintenance or New Well Information

If for professional pump work or new well, complete Wisconsin DNR paperwork. (Form #3300-077 or form #3300-265)

Reason for test

☐ Personal Interest

☐ Other _____

☐ Annual Test

☐ Investigation

☐ Real Estate

☐

☐

☐

Sample Source Examples

- Kitchen Tap - KT
- Pressure Tank Tap - PT
- Outside Tap - OT
- Sample Faucet - SF
- Other _____

Please indicate where water sample was taken from:

Bacteria: _____ Cumulative: _____

Nitrate: _____ Other: _____

Arsenic: _____

LAB USE ONLY - BAILEYS HARBOR WWTP

Date Received: ___/___/___ Time: ___:___ (am/pm)

Bacteria ID: _____ Lab ID: _____

Incubator In Date: ___/___/___ Time: ___:___ (am/pm)

Incubator Out Date: ___/___/___ Time: ___:___ (am/pm)

Coliform Result: ☐ Absent (Safe) ☐ Present (Unsafe)

If Coliform Present: ☐ E. coli Absent ☐ E. coli Present

LAB USE ONLY - ERIC LAB USE ONLY

Date Received: ___/___/___ Time: ___:___ (am/pm)

ERIC Nitrate ID: _____ Lab ID: _____

Temp: _____ °C pH: _____ Res. Cl: _____ mg/L

Result: _____ mg/L Date Analyzed: ___/___/___

ERIC Arsenic ID: _____ Lab ID: _____

pH: _____ Date Prepared: ___/___/___

Result: _____ µg/L Date Analyzed: ___/___/___

ERIC Cumulative ID: _____ Lab ID: _____

pH: _____ Hardness: _____ mg/L

Iron: _____ mg/L Alkalinity: _____ mg/L

Other Test: _____ ID: _____ Lab ID: _____

Result: _____ Date Analyzed: ___/___/___

(BHWW LAB USE ONLY) Amount Paid: \$ _____ (Check/Cash) Check #: _____ Date Paid: ___/___/20___ Received By: _____

Sample Collection Instructions

Bacteria Sample Collection

Note: For chrome, plastic, or faucets with plastic internal parts that would be damaged by flame, use alcohol on a clean cotton swab to sterilize the faucet instead.

Step 1: Locate a sample faucet such as a kitchen or bathroom tap. *Avoid faucets with hoses, irremovable aerators, and outdoor faucets.* Remove any aerator or additional attachments from the faucet head.



Step 2: Sterilize the faucet head using a flame (butane lighter, propane torch, etc.) for approximately 15 seconds until the tap is hot.



Step 3: Turn on the *cold* water at the sample faucet to a steady pressure and allow the water to run uninterrupted for 5 minutes.

Step 4: After 5 minutes, fill the bacteria bottle until water is over the 100 mL fill line and is approximately 1 inch from the top of the bottle. Secure cap on bacteria bottle and place the filled bottle in the 1 gallon zip-top bag with other samples. **Bacteria must be tested within 24 hours from when sample is taken so plan accordingly.**

Cumulative and Additional Sample Collection

*Any additional samples (such as hardness, iron, and the cumulative analysis) are typically collected with the nitrate and arsenic samples. However, if you would like the results to show the effectiveness of your water softener, reverse osmosis or other filtration system, collect from the same tap as the bacteria sample.

Step 5: Place all bags containing sample bottles inside the 1 gallon bag. Fill the gallon bag at least half full with ice for all sample bottles to be stored after sampling. The bag needs to be filled with enough ice for samples to be delivered to the lab still containing ice in the bag.

Step 6: Complete the Water Test Request Form as fully as possible after all samples are taken. Place this form in separate small plastic zip-top bag, seal, and place in the gallon bag of ice with samples.

Samples are only accepted Monday-Thursday 7am-2pm. Schedule may change near Holidays. Cash or Check Only. No Credit Cards. Due when you bring the sample in!

Only Drop Off samples are accepted. Bacteria Sample is done at Baileys Harbor. All other tests are done by:

UW Oshkosh.

800 Algoma Blvd. Oshkosh WI 54901.

920-424-3148

eric@uwosh.edu

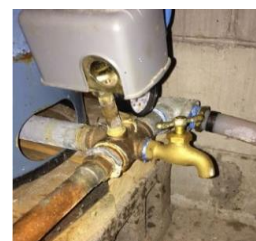
Nitrate & Arsenic Sample Collection

Note: Nitrate bottles contain acid, so use caution and wash hands after handling. Do not rinse bottles or touch the inside of bottles or caps.

Step 1: Locate your water pressure tank (generally in basement) and sample faucet. *Do not take a sample through a hose or plastic fitting.*



Step 2: Place a bucket or plastic tub under the faucet to catch running water.



Step 3: Turn on the water at the sample faucet to a steady pressure and allow the water to run for 5 minutes.

Step 4: Tap nitrate bottle to gently move acid to bottom of bottle. After 5 minutes, fill the bottles until water is approximately ½ inch from the top of the bottle. *Avoid splashing or overfilling.* Secure caps on bottles. Place nitrate bottle in separate small zip-top bag given. Place arsenic bottle in 1 gallon zip-top bag with other samples.

Records will be kept for minimum of 6 years.