

# **Sample Collection and Preservation Instructions**

The following instructions pertain to the collection of samples for analysis to be completed at Engineering Performance Solutions (EPS).

Contents of collection and preservation package:

- Styrofoam packer
- (2) 40 mL sample vials for each sample location
- Ice pack (2 minimum)
- Chain of custody form

Instructions:

1. Upon receipt of package, immediately freeze ice pack
2. Carefully fill sample vial and duplicate vial without overfilling (vial may contain a preservative) leaving no headspace
3. Twist cap on tightly and seal with electrical or custody tape (Do not cover septa)
4. Label sample
5. Fill out chain of custody
6. Pack samples into Styrofoam kit arranged so that samples are sandwiched between icepacks
7. Samples should be shipped overnight to EPS at:

**Engineering Performance Solutions  
3161 St. Johns Bluff Road S. Suite 3  
Jacksonville, FL 32246**

**Important: EPS does NOT accept Saturday deliveries**

For additional information call:

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