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**www.AdvancedQA.com**  
**Info@AdvancedQA.com**

6325 Emerson Avenue  
Parkersburg, WV 26104

(800) 283-4844  
(304) 485-6325

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**SAMPLE PREPARATION INSTRUCTIONS**  
BENCHMARK PERFORMANCE AUDIT  
WATER SUPPLY (WS) SERIES

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Please follow these guidelines for preparing your sample. Proper sample preparation along with appropriate QC methods will allow the greatest chance for assay success. All samples should be mixed well before use and stored at 4°C upon dilution.

Total Organic carbon:

Using a Class A Pipet, transfer 10.0 ml from the vial to a Class A one (1) liter volumetric flask, and dilute to the mark with laboratory grade water.