



Aquatic and Environmental Laboratory Inc.
2101 Horseshoe Valley Rd. W.
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Guidelines for Using Aquatic and Environmental Laboratory Inc. Depot Locations

The depot locations are providing Aquatic and Environmental Laboratory Inc. with a courtesy. Please do not disturb the staff and be respectful. If you have any questions or concerns, please do not hesitate to contact Aquatic and Environmental Laboratory Inc. at 705-722-5227 or aquaenvirolab@gmail.com.

1. Confirm day and frequency of pick-up at your depot location. Not all depot locations are picked-up from on a weekly basis. We offer weekly, bi-weekly, monthly and seasonal service. If your normal pick-up date occurs on a statutory holiday, your pick-up will occur on the next business day unless otherwise notified by the laboratory.
2. It is recommended that samples be collected the morning on the day of submission, however it can be collected the day before. It is recommended the sample be refrigerated overnight. Please do not freeze your samples. **Please Note:** Samples for bacteriological and turbidity analysis must be received within 48 hours of collection; samples for pH analysis must be received within 14 days of collection; samples for microcystin analysis should be received within 5 days of collection.
3. Samples should be kept cool, but not frozen until arrival at the laboratory. Ideal storage condition is less than 10°C. Samples should be packed with a frozen ice pack or frozen water bottle (labelled as such). It is not recommended to pack samples with loose ice as this could contaminate the samples and pertinent information could be ruined.
4. Completed chain of custody forms should be sent with the collected samples and enclosed in waterproof packaging (e.g. sealable plastic bag) to ensure it is not ruined by melting ice or condensation. It is recommended to package samples and completed chain of custody form together, either by placing in a larger sealable plastic bag or with an elastic band.
5. Place your sample package in the Aquatic and Environmental Laboratory Inc. cooler at the depot location.
6. If you think you have missed the courier pick-up, please do not leave sample(s) in cooler. It is best to contact the laboratory at 705-722-5227 as soon as possible for submission options.
7. If you require collection supplies (e.g. sample containers or chain of custody forms) please contact the laboratory at 705-722-5227 or aquaenvirolab@gmail.com. The supplies will be left at the depot location at the time of sample pick-up. Please make sure supplies are picked up in a timely manner.