

## Instructions for water systems

If you have nitrate sample results above the maximum contaminant level (MCL) of 10 milligrams per liter (mg/L), you must notify your customers within 24-hours after receiving the sample results. We developed this packet to help you respond when nitrate levels in your water supply exceed 10 mg/L.

Templates and Forms	DOH Pub.
Door Hanger (English and Spanish)	331-259-2
News Release Template: Announcing the Nitrate Advisory	331-259-3
News Release Template: Rescinding the Nitrate Advisory	331-259-4
Warning to Drinking Water Customers (English)	331-259-5
Warning to Drinking Water Customers (Spanish)	331-259-6
<b>Public Notice Certification Form:</b> Nitrate MCL Violation	331-248

Publications	DOH Pub.
Nitrate in Drinking Water Questions & Answers (English)	331-214
Nitrate in Drinking Water Questions & Answers (Spanish)	331-214s
<i>Nitrate Sampling Procedure</i> Brochure	331-222
<i>Office of Drinking Water</i> <i>authority over operators and</i> <i>water systems</i> Fact Sheet	331-449
Drinking Water After-Hours Emergency Hotline Brochure	331-133

## **Public Notification Templates and Forms**

Page 2 has information and instructions on using the nitrate public notification templates and forms.



## **Templates and forms**

**Public Notification:** You can choose from two templates to provide public notice to your customers.

- **Door Hanger** (331-259-2): English on one-side and Spanish on the other.
  - This public notice is a quick way to inform customers of contamination in the water. It includes precautions they can take to protect themselves.
  - You can get door hangers from local health departments and our regional offices.
- Warning to Drinking Water Customers: English (331-259-5) and Spanish (331-259-6). This public notice provides detailed information about health effects and instructions for your customers.

**Public Notice Certification Form Nitrate MCL Violation** (331-248): You must complete this form and mail it to our regional office within 10 days after notifying your customers about a MCL violation. You must also send us a copy of the public notice you provided to your customers.

**News Releases:** These templates have sample information we recommend you include in a news release. If you need help contacting the media, contact your regional office.

- Announcing Nitrate Advisory (331-259-3): Notifies your customers of a nitrate advisory.
- **Rescinding Nitrate Advisory** (331-259-4): Notifies your customers the nitrate advisory is over.

## For more information

Contact our regional office:

Eastern Region: Spokane Valley (509) 329-2100 Northwest Region: Kent (253) 395-6750 Southwest Region: Tumwater (360) 236-3030



People with disabilities can request this publication in other formats. To submit a request, call (800) 525-0127. For TTY or TDD, call (800) 833-6388. Office of Drinking Water publications are online at http://www.doh.wa.gov/ehp/dw