



**LEAD AND COPPER REPORT AND  
CONSUMER NOTICE FOR COMMUNITY WATER SUPPLY  
FORM A – SUPPLIES WITH LEAD SERVICE LINES**

*Issued under authority of the Michigan Safe Drinking Water Act, 1976 PA 399,  
as amended (Act 399), MCL 325.1001 et seq., and the Administrative Rules.*

*Failure to submit this information is a violation of Act 399 and may subject the water supply to enforcement penalties.*

Administrative Rule R 325.10710d requires water supplies to report lead and copper monitoring information within ten (10) days after the end of the monitoring period. This form may be used to meet this requirement. Form instructions are available on pages 8-10. Submit the information to the appropriate Michigan Department of Environment, Great Lakes, and Energy (EGLE) district office.

1. Water Supply Name: \_\_\_\_\_
2. County: \_\_\_\_\_ 3. WSSN: \_\_\_\_\_
4. Population: \_\_\_\_\_ 5. Monitoring Period: From: \_\_\_\_\_ To: \_\_\_\_\_
6. Minimum Number of Samples Required: \_\_\_\_\_ 7. Number of Samples Taken: \_\_\_\_\_
8. Name of Certified Laboratory: \_\_\_\_\_

9. SAMPLE CRITERIA:

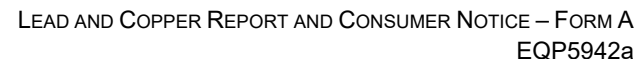
| <b>This form is for water supplies collecting <i>some or all</i> lead and copper samples from sites WITH LEAD SERVICE LINES. All other supplies should use Form B.</b> |                          |   |
|--|--------------------------|---|
| Yes  | No                       |   |
| <input type="checkbox"/>   | <input type="checkbox"/> | Are some or all samples from sites WITH lead service lines?<br>If no sites served by a lead service line, <b>STOP</b> and use Form B.   |
| <input type="checkbox"/>   | <input type="checkbox"/> | Did you prioritize sample collection according to the following: <ul style="list-style-type: none"><li>• Tier 1 sites must be used unless insufficient Tier 1 sites available.</li><li>• If insufficient Tier 1 sites available, then Tier 2 sites must be used.</li><li>• If insufficient Tier 2 sites, then Tier 3 sites must be used.</li><li>• If no Tier 1, 2, or 3 sites are available, sites must be representative of plumbing materials typically found throughout the water system.</li></ul> |
| <input type="checkbox"/>   | <input type="checkbox"/> | Are all samples from sites on your Lead and Copper Sampling Plan (LCSP)?<br><b>If no, explain why you sampled the site and submit an updated LCSP:</b>  |
| <input type="checkbox"/>   | <input type="checkbox"/> | Did you prioritize sample collection at previously sampled sites? <b>If no, explain:</b>  |
| Comments (attach additional pages if necessary):   |                          |   |
|  |                          |   |
|  |                          |   |

For more information see  
*Instructions* item 11 "Tier  
and Sample Category" at  
the end of the document.

10. SIGNATURE:

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ Date: \_\_\_\_\_



Water Supply Name: \_\_\_\_\_ WSSN: \_\_\_\_\_

[illegible]

| <sup>1</sup> Tier | <sup>2</sup> Category   | Description  | <sup>1</sup> Tier | <sup>2</sup> Category | Description  | <sup>3</sup> Material   | <sup>4</sup> Tap Type  |
|-------------------|---|--|-------------------|-----------------------|--|---|--|
| Tier 1            | A*  | Single Family with lead service line (LSL)   | Tier 2            | D*                    | Multi Family or building with LSL  | L = Lead<br>CLS = Copper with lead solder (building plumbing only)<br>C = Copper<br>G = Galvanized<br>P = Plastic | K = Kitchen Sink<br>B = Bathroom Sink<br>O = Other (not an option for residential sites) |
|                   | B   | Single Family with interior lead plumbing  |                   | E                     | Multi Family or building with interior lead plumbing   |   |  |
|                   | C*  | Multi Family Residence (MFR) with a LSL, if MFRs comprise at least 20% of total service connections. | Tier 3            | F                     | Single Family with copper plumbing with lead solder installed before 1988                            |   |  |
|                   | * Use Report Form A if any samples collected were from sites with LSLs to allow reporting of 1st and 5th liter results. |  | Other             | OT                    | If no Tier 1, 2, 3 sites, use sites representative of plumbing commonly found throughout the supply. |   |  |

## CONSUMER NOTICE OF LEAD AND COPPER RESULTS REQUIREMENTS AND CERTIFICATION

Each community water supply must deliver a Consumer Notice of Lead and Copper Results (Consumer Notice) to the occupants at each location sampled within 30 days of learning the sample results as required under R 325.10410(5) of the administrative rules promulgated under Act 399. Failure to deliver the Consumer Notice to each location on time will result in a reporting violation.

### Instructions:

- A. Use the Consumer Notice Form A template for sites *with* lead service lines or Consumer Notice Form B template for sites *without* lead service lines. See the examples on Page 10 to document results from both sites with a lead service line and without a lead service line.
- B. Complete one Consumer Notice for each home or building that was sampled. **MAKE SURE UNITS ARE CORRECT BEFORE DISTRIBUTING TO CONSUMERS.**  
 Note: 1 mg/L = 1 ppm = 1,000 ppb      Example: 0.002 mg/L = 0.002 ppm = 2 ppb
- C. Mail or hand deliver each Consumer Notice to the corresponding home or building sampled.
- D. Water supplies have 90 days after the end of the monitoring period to submit a sample copy of the Consumer Notice along with a signed certification that notices have been distributed as required under R 325.10710d(f)(3) to the appropriate EGLE district office. When possible, EGLE encourages water supplies to send the sample Consumer Notice and certification (page 4 of this document) along with the Lead and Copper Report (pages 1 and 2 of this document), which is due within ten (10) days after the end of the monitoring period. Please complete all forms accurately to avoid resubmittal.

### Certification:

I hereby certify that the Consumer Notice has been provided to persons served at each of the taps that were tested, including all the following information:

- Delivery was by mail, hand delivery, or another method approved by EGLE.
- Delivery was within 30 days of knowing the result.
- Consumer Notice includes required content:
  - The results of lead and copper tap monitoring for the site that was sampled.
  - An explanation of the health effects of lead and copper.
  - The steps consumers can take to reduce exposure to lead in drinking water.
  - Contact information for the public water supply.
  - The maximum contaminant level goal and the action level for lead and copper with the definitions explaining each.

*Please **initial** each line verifying that each requirement was completed:*

- \_\_\_\_\_ A Consumer Notice was sent to persons served at each of the taps that were tested.
- \_\_\_\_\_ Delivery was by mail, hand delivery, or another method approved by EGLE.
- \_\_\_\_\_ Each Consumer Notice was delivered to the resident within 30 days of knowing the results.
- \_\_\_\_\_ Each Consumer Notice included the required content as stated above.
- \_\_\_\_\_ A sample copy of a Consumer Notice sent to a resident ***is attached***.

\_\_\_\_\_  
Water Supply Name

\_\_\_\_\_  
WSSN

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

## CONSUMER NOTICE OF LEAD AND COPPER RESULTS IN DRINKING WATER SITE WITH A LEAD SERVICE LINE

Water Supply Name: \_\_\_\_\_

Sample Site Address: \_\_\_\_\_ WSSN: \_\_\_\_\_

Sample Location: \_\_\_\_\_ Date Sampled: \_\_\_\_\_

Thank you for participating in the lead and copper monitoring of drinking water. The levels of lead and copper found at your location are in the table below. Your home is served by a lead service line. This means that the pipe that brings water to your home contains lead. The first liter sample represents the water you are likely to drink when turning on the tap, and the fifth liter sample likely represents the water in the service line.

| Contaminant  | Action Level | Maximum Contaminant Level Goal | 1st Liter Result | 5th Liter Result |
|--------------|--------------|--------------------------------|------------------|------------------|
| Lead (ppb)   | 15           | 0                              |                  |                  |
| Copper (ppb) | 1,300        | 1,300                          |                  |                  |

**Action Level (AL):** The concentration of a contaminant which, if exceeded, triggers treatment or other requirements that a water system must follow.

**Maximum Contaminant Level Goal (MCLG):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

**ppb:** Parts per billion or micrograms per liter.

**ND:** Not detected.

To reduce exposure to lead and copper in drinking water:

- **Run your water before drinking.** The more time water has been sitting in your home's pipes, the more lead it may contain. Therefore, if your water has not been used for several hours, run the water before using it for drinking or cooking. This flushes lead-containing water from the pipes. Additional flushing may be required for homes that have been vacant or have a longer service line.
  - If you **do not** have a lead service line, run the water for 30 seconds to two minutes, or until it becomes cold or reaches a steady temperature.
  - If you **do** have a lead service line, run the water for at least five minutes to flush water from both the interior building plumbing and the lead service line.
- **Use cold water for drinking, cooking, and preparing baby formula.** Do not cook with or drink water from the hot water tap. Lead and copper dissolve more easily in hot water.
- **Do not boil water to remove lead and copper.** Boiling water will not reduce lead and copper levels.
- **Everyone can consider using a filter to reduce lead in drinking water.** The Michigan Department of Health and Human Services (MDHHS) recommends every household use a certified lead filter to reduce lead from their drinking water, especially households with a child, pregnant person, an individual with high blood pressure, or people residing in houses built before 1987. MDHHS also recommends



System Tested and Certified by  
NSF International against NSF/  
ANSI Standard 53 for the  
reduction of Lead.

making baby formula or cooking with filtered water. Look for filters that are tested and certified to NSF/ANSI Standard 53 for lead reduction and NSF/ANSI Standard 42 for particulate reduction (Class I). Some filter options

include a pour-through pitcher or faucet-mount system. If the label does not specifically mention lead reduction, check the Performance Data Sheet included with the device. Be sure to maintain and replace the filter in accordance with the manufacturer's instructions to protect water quality.

- **Consider purchasing bottled water.** The Food and Drug Administration regulates bottled water. The bottled water standard for lead is 5 ppb.
- **Identify older plumbing fixtures that likely contain lead.** Older faucets, fittings, and valves sold before 2014 may contain higher levels of lead, even if marked “lead-free.” Faucets, fittings, and valves sold after January 2014 are required to meet a more restrictive “lead-free” definition but may still contain up to 0.25 percent lead. When purchasing new plumbing materials, it is important to look for materials that are certified to meet NSF Standard 61. The United States Environmental Protection Agency (EPA) prepared a brochure that explains the various markings that can indicate that materials meet the new “lead free” definition: [How to Identify Lead Free Certification Markings](https://Nepis.EPA.gov/Exe/ZyPDF.cgi?Dockey=P100LVYK.txt) (<https://Nepis.EPA.gov/Exe/ZyPDF.cgi?Dockey=P100LVYK.txt>).
- **Clean your aerator.** The aerator on the end of your faucet is a screen that will catch debris. This debris could include particulate lead. As part of routine maintenance, the aerator should be removed at least every six months to rinse out any debris that may include particulate lead.
- **Get your child tested.** Contact your local health department or healthcare provider to find out how you can get your child tested for lead if you are concerned about exposure.

**LEAD** can cause serious health and developmental problems. It can cause damage to the brain and kidneys, and it can interfere with the production of red blood cells that carry oxygen to all parts of your body. The greatest risk of lead exposure is to infants, young children, and pregnant women. Scientists have linked the effects of lead on the brain with lowered IQ in children. Adults with kidney problems and high blood pressure can be affected by low levels of lead more than healthy adults. Lead is stored in the bones, and it can be released later in life. During pregnancy, the child receives lead from the mother’s bones, which may affect brain development. Although other sources of lead exposure exist, such as lead paint, and lead contaminated dust, your water supply is contacting you to reduce your risk of exposure to lead in drinking water. If you have questions about other sources of lead exposure, please contact your local health department.

**COPPER** is an essential nutrient, but some people who drink water containing copper in excess of the action level over a relatively short amount of time could experience gastrointestinal distress. Some people who drink water containing copper in excess of the action level over many years could suffer liver or kidney damage. People with Wilson’s Disease should consult their healthcare provider.

The EPA estimates that 20 percent or more of human exposure to lead may come from drinking water. Infants who consume mostly mixed formula can receive 40 percent to 60 percent of their exposure to lead from drinking water.

For more information on reducing lead exposure around your home and the health effects of lead, visit the [EPA](http://www.EPA.gov/Lead) website at [www.EPA.gov/Lead](http://www.EPA.gov/Lead), call the National Lead Information Center at 800-424-LEAD, or contact your healthcare provider.

For more information on copper, visit the [United States Center for Disease Control](http://www.ATSDR.CDC.gov/Index.html) website at [www.ATSDR.CDC.gov/Index.html](http://www.ATSDR.CDC.gov/Index.html), or contact your healthcare provider.

For more information regarding your water supply, contact us at: (       ) \_\_\_\_\_.

## INSTRUCTIONS FOR COMPLETING THE LEAD AND COPPER REPORT FORMS

➤ If you are unsure if you should be using Form A or Form B, please refer to Step 13.

1. **SUPPLY NAME:** Enter the name of the public water supply where sampling is being conducted.
2. **COUNTY:** Enter the name of the county in which the public water supply is located.
3. **WSSN:** Enter the five-digit public water supply serial number (e.g., 01234 or 40999).
4. **POPULATION:** Enter the number of people served by the public water supply.
5. **MONITORING PERIOD:** Enter the beginning and end dates of the monitoring period during which the sampling took place (e.g., from 06/01/2018 to 09/30/2018).
6. **MINIMUM NUMBER OF SAMPLES REQUIRED:** This number is according to the rules based on population or set by EGL for lead/copper tap sampling for this public water supply.
7. **NUMBER OF SAMPLES TAKEN:** Indicate the number of tap samples taken for lead and copper analysis during this monitoring period.
8. **NAME OF CERTIFIED LABORATORY:** Enter the name of the certified laboratory that performed the lead and copper analyses on samples taken during the monitoring period.
9. **SAMPLE CRITERIA:** Answer the questions accordingly and explain when necessary.
10. **SIGNATURE:** The authorized utility official enters their name, title, phone number, and then signs and dates.
11. **LEAD SERVICE LINE TAP SAMPLING DATA:** Enter the name of the public water supply and the WSSN.

Complete the remainder of the form as follows:

**Sample Location:** Enter the street address of the location where each lead and copper tap sample were taken.

**Sample Date:** Enter the date the tap sample was collected.

**Tier and Sample Category:** Use the following numbers (Tiers) and letters (Categories) to designate the location criteria of the sample site:

| Site   | Sample Category |  |
|--------|-----------------|--|
| Tier 1 | A*              | Single family residence with a lead service line.*   |
|        | B               | Single family residence with lead interior plumbing.   |
|        | C*              | Multiple family residence (MFR) with a lead service line.* <b>Note:</b> Only serve as Tier 1 sites when MFR comprise at least 20 percent of the total service connections of the system. |
| Tier 2 | D*              | Multi-family residences or other buildings with a lead service line.*  |
|        | E               | Multi-family residences or other buildings with lead interior plumbing.  |
| Tier 3 | F               | Single family residence with copper plumbing with lead solder installed before July 1988.  |
| Other  |                 | If no Tier 1, 2, or 3 sites available, sample sites that use plumbing materials commonly found at other locations in the water supply.   |

\*If lead service lines are present, report both the 1st and 5th liter sample results. See #13 (page 10) for examples of how to report sample results from a combination of sites with lead service lines and without lead service lines.

**Service Line and Building Plumbing Materials:** Designate the type of service line and building plumbing piping materials used at the location where the lead and copper tap sample was collected.

| Abbrev. | Service Line Material | Abbrev. | Interior Plumbing Material                         |
|---------|-----------------------|---------|--|
| L*      | Lead*                 | L       | Lead   |
| C       | Copper                | CLS     | Copper with lead solder installed before July 1988 |
| G       | Galvanized            | C       | Copper installed after July 1988                   |
| P       | Plastic               | G       | Galvanized   |
|         |                       | P       | Plastic  |

\*If lead service lines are present, Use Report Form A to report both 1st and 5th liter sample results.



**Tap Type:** Designate whether the sample was collected from a kitchen tap (K) or bathroom tap (B). “Other” can only be used at non-residential sites (i.e., commercial, or industrial buildings), and if used, provide additional information explaining why the sample should be used for compliance.

**First Liter Sample:** First draw, one liter volume, collected in a wide-mouth, one-liter bottle after a minimum six-hour stagnation period from a cold-water kitchen or bathroom tap that has been used within the last few weeks.

**Do not** sample through a point-of-use or point-of-entry treatment device designed to remove inorganics.

**Do not** flush the water prior to stagnation.

**Do not** clean or remove the aerator prior to stagnation or during sampling.

**Fifth Liter Sample:** An additional three liters of water should be collected after the first liter samples has been collected. The fifth liter sample should also be one liter in volume, collected in a wide-mouth bottle from a cold-water kitchen or bathroom tap that has been used within the last few weeks.

**Do not** sample through a point-of-use or point-of-entry treatment device designed to remove inorganics.

**Do not** turn off the tap in between the first and fifth liter.

**Do not** allow any water to run down the drain during sampling.

**Lead:** Enter the concentration of lead in milligrams per liter (mg/L) or micrograms per liter (µg/L) as reported by the certified lab. Check the box at the top of column that indicates the units reported.

**Copper:** Enter the concentration of copper in mg/L or µg/L as reported by the certified lab. Check the box at the top of column that indicates the units reported.

**Lab Sample Number:** Enter the sample number or specific identification given by the certified lab.

12. SEND ALL COMPLETED PAPERWORK TO THE CORRECT DISTRICT OFFICE:

**District office locations and email addresses:**

**Cadillac District Office**

120 West Chapin Street  
Cadillac, Michigan 49601-2158

Fax: 231-775-4050

Email: [EGL-DWEH-Cadillac@Michigan.gov](mailto:EGL-DWEH-Cadillac@Michigan.gov)

**Grand Rapids District Office**

State Office Building, 5th Floor  
350 Ottawa Avenue NW, Unit 10  
Grand Rapids, Michigan 49503-2341

Fax: 616-356-0202

Email: [EGL-DWEH-Grand-Rapids@Michigan.gov](mailto:EGL-DWEH-Grand-Rapids@Michigan.gov)

**Jackson District Office**

301 East Louis Glick Highway  
Jackson, Michigan 49201-1556

Fax: 517-780-7855

Email: [EGL-DWEH-Jackson@Michigan.gov](mailto:EGL-DWEH-Jackson@Michigan.gov)

**Kalamazoo District Office**

7953 Adobe Road  
Kalamazoo, Michigan 49009-5025

Fax: 269-567-3555

Email: [EGL-DWEH-Kalamazoo@Michigan.gov](mailto:EGL-DWEH-Kalamazoo@Michigan.gov)

**Lansing District Office**

Constitution Hall, 1st Floor, South  
525 West Allegan Street, P.O. Box 30242  
Lansing, Michigan 48909-7742

Fax: 517-241-3571

Email: [EGL-DWEH-Lansing@Michigan.gov](mailto:EGL-DWEH-Lansing@Michigan.gov)

**Bay City District Office**

401 Ketchum Street, Suite B  
Bay City, Michigan 48708-5430

Fax: 989-891-9237

Email: [EGL-DWEH-Bay-City@Michigan.gov](mailto:EGL-DWEH-Bay-City@Michigan.gov)

**Warren District Office**

27700 Donald Court  
Warren, Michigan 48092-2793

Fax: 586-751-4690

Email: [EGL-DWEH-Warren@Michigan.gov](mailto:EGL-DWEH-Warren@Michigan.gov)

**Marquette District Office**

1504 West Washington Street  
Marquette, Michigan 49855-2141

Fax: 906-228-4940

Email: [EGL-DWEH-Marquette@Michigan.gov](mailto:EGL-DWEH-Marquette@Michigan.gov)

## 13. EXAMPLES FOR COMPLETING FORM:

 Supply **only** sampling sites **WITH** lead service lines:

| Sample Location | Sample Date | Tier <sup>1</sup><br>(1,2,3,O) | Category<br>(see below) <sup>2</sup> | Service Line<br>(L*,C,G,P) <sup>3</sup> | Building Plumbing<br>(L,CLS,C,G,P) <sup>3</sup> | Tap Type<br>(K,B) <sup>3</sup> | 1st Liter sample  |   |                   | 5th Liter sample  |   |                   |
|-----------------|-------------|--------------------------------|--------------------------------------|---|---|--------------------------------|---|---|-------------------|---|---|-------------------|
|                 |             |                                |                                      |   |   |                                | Lead<br><input checked="" type="checkbox"/> mg/L<br><input type="checkbox"/> µg/L | Copper<br><input checked="" type="checkbox"/> mg/L<br><input type="checkbox"/> µg/L | Lab Sample Number | Lead<br><input checked="" type="checkbox"/> mg/L<br><input type="checkbox"/> µg/L | Copper<br><input checked="" type="checkbox"/> mg/L<br><input type="checkbox"/> µg/L | Lab Sample Number |
| 123 First St    | 06/01/22    | 1                              | A                                    | L                                       | C   | K                              | 0.005   | 0.300   | XY123             | 0.010   | 0.600   | XY124             |
| 12345 Second St | 06/01/22    | 1                              | A                                    | L                                       | P   | B                              | 0.002   | 0.005   | XY125             | 0.016   | 0.070   | XY126             |

 Supply sampling a **combination** of lead and non-lead service line sites:

| Sample Location | Sample Date | Tier <sup>1</sup><br>(1,2,3,O) | Category<br>(see below) <sup>2</sup> | Service Line<br>(L*,C,G,P) <sup>3</sup> | Building Plumbing<br>(L,CLS,C,G,P) <sup>3</sup> | Tap Type<br>(K,B) <sup>3</sup> | 1st Liter sample  |   |                   | 5th Liter sample  |   |                   |
|-----------------|-------------|--------------------------------|--------------------------------------|---|---|--------------------------------|---|---|-------------------|---|---|-------------------|
|                 |             |                                |                                      |   |   |                                | Lead<br><input checked="" type="checkbox"/> mg/L<br><input type="checkbox"/> µg/L | Copper<br><input checked="" type="checkbox"/> mg/L<br><input type="checkbox"/> µg/L | Lab Sample Number | Lead<br><input checked="" type="checkbox"/> mg/L<br><input type="checkbox"/> µg/L | Copper<br><input checked="" type="checkbox"/> mg/L<br><input type="checkbox"/> µg/L | Lab Sample Number |
| 123 First St    | 06/01/22    | 1                              | A                                    | L                                       | C   | K                              | 0.005   | 0.07  | XY123             | 0.010   | 0.002   | XY124             |
| 12345 Second St | 06/01/22    | 1                              | A                                    | L                                       | P   | B                              | 0.002   | 0.05  | XY125             | 0.016   | 1.0   | XY126             |
| 987 Third St    | 06/01/22    | 3                              | F                                    | G                                       | CLS   | K                              | 0.002   | 0.7   | XY127             | N/A <sup>n</sup>  | N/A <sup>n</sup>  | N/A <sup>n</sup>  |
| 65432 Fourth St | 06/01/22    | Other                          | Other                                | C                                       | C   | B                              | 0.002   | 0.3   | XY128             | N/A <sup>n</sup>  | N/A <sup>n</sup>  | N/A <sup>n</sup>  |

<sup>n</sup> N/A = Not Applicable – because the 5th liter sample is not required at Tier 3 locations.



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If you need this information in an alternate format, contact [EGLE-Accessibility@Michigan.gov](mailto:EGLE-Accessibility@Michigan.gov) or call 800-662-9278.

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