(date)

Insert Homeowner's name here

Insert Homeowner's address line 1

Insert Homeowner's address line 2

Dear Homeowner:

Based upon a recent inventory conducted by PWS name here, we would like to notify you that the drinking water service line leading to your residence is currently of an unknown material. Service lines installed before 1988 were sometimes made of lead, so there is the potential that the service line is made of lead.

PWS name would like to determine the material of the service line at your residence to determine whether it is lead or not. Please contact us at [PWS phone] or complete the survey found here: [PWS website or online survey link].

There are other resources that can help you determine your service line material:

* Check Your Pipes Kentucky website: bit.ly/checkyourpipesky
* Contact a State Certified Laboratory to request a test for lead.
* EPA – Protect Your Tap: A Quick Check for Lead - <https://www.epa.gov/ground-water-and-drinking-water/protect-your-tap-quick-check-lead-0>

Exposure to lead in drinking water can cause serious health effects in all age groups. Infants and children can have decreases in IQ and attention span. Lead exposure can lead to new learning and behavior problems or exacerbate existing learning and behavior problems. The children of people who are exposed to lead before or during pregnancy can have increased risk of these adverse health effects. Adults can have increased risks of heart disease, high blood pressure, kidney or nervous system problems.

Steps you can take to reduce exposure to lead in drinking water:

* Before drinking or cooking with water from a tap that has been unused for over 6 hours, let the water run at the maximum flow for 3-5 minutes.
* Do not cook with, or drink water from the hot water tap; lead is dissolved more easily in hot water. This also applies when preparing baby formula or mixing water with concentrated juices.
* Boiling water does not reduce lead levels – in fact, it may make lead levels more concentrated.

If you are concerned about lead in your drinking water, you may wish to have your water tested. If so, please reach out to Insert PWS name here, to request a test. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline (1-800-426-4791) or at [*http://www.epa.gov/safewater/lead*](http://www.epa.gov/safewater/lead)*.* If you would like more information on reducing lead exposure around your home and the health effects of lead, visit EPA’s website at [www.epa.gov/lead](http://www.epa.gov/lead) or contact the National Lead Information Center (NLIC) at 1(800) 424-5323. If you have any questions or concerns about your drinking water, please do not hesitate to contact me.

Sincerely,

Insert PWS Contact name here

Insert PWS name & number here

Insert PWS address line 1

Insert PWS address line 2

Insert PWS phone # here

Insert PWS e-mail here