**DO NOT USE WATER NOTICE ISSUED BY (INSERT NAME OF COMMUNITY)**

**DATE OF NOTIFICATION:**

*INSERT DATE*

**WHAT OCCURED:**

Sample results have indicated the presence of (INSERT SUBSTANCE NAME) in the drinking water. As a precaution, resident of (INSERT NAME OF COMMUNITY) are advised NOT TO USE THE WATER.

**WHAT THIS MEANS TO YOU:**

DO NOT USE THE WATER! Bottled water can be obtained at XXXX. Bottled water should be used for all water purposes: drinking, making ice, brushing teeth, washing dishes, food preparation, washing hands and showering, etc., until further notice.

XXXX is a xxxx that is found in xxxx. Symptoms of illnesses associated with xxxx are xxxx.

When water sample test results are in compliance with Department of Environmental Quality (DEQ) guidelines, you will be notified that the DO NOT USE WATER NOTICE has been terminated.

**FOR ADDITIONAL INFORMATION:**

Please call XXX-XXX-XXXX or visit our website at [www.XXXX.XXX](http://www.XXXX.XXX) for updated information regarding this DO NOT USE WATER NOTICE. Please call [name] of [system name or organization] at [telephone number, email address and mailing address] for other questions you may have about this notice.

Implementation Note #1: Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

Implementation Note #2: The local government body should also be sure to share this advisory with their elected officials, internal customer service units/departments/representatives, local health departments, and the local print and broadcast (radio/TV) media. It is also strongly suggested that the local government body should designate one primary spokesperson to interact with the media.