

RADON INSTRUCTIONS

BEFORE TESTING:

- **Read through all instructions on this sheet to fully understand the test and to avoid mistakes.**
Your test kit should include a charcoal radon sampler, this information sheet, and a return mailer.
- Please make sure to observe Closed House Conditions:
 - Make sure all exterior doors & windows are closed for at least 12 hours before starting the test.
 - Keep all exterior doors & windows closed during the test.
 - **Normal entry and exit of your home is permitted.**
- Questions? Refer to our Frequently Asked Questions online at DrHomeAir.com/FAQ, or email us at radon@alphaenergylabs.com.
- Record your name, address, phone number, Test Kit Serial #, and test location on the front of this sheet. Make sure to record the Test Kit Serial # for your own records as well. The Test Kit Serial # is located on the plastic side of the radon sampler.
- Choose how you would like to receive your results. For fastest results, select either fax or email. Please only select one. If you choose email, we will email your report from **radon@alphaenergylabs.com**. Add our email to your contacts to make sure you receive the report.

START THE TEST:

- **Open the plastic bag containing the charcoal radon sampler and remove the sampler from the bag. This starts your radon test.**
- Record your start time and date on this information sheet. Start time & date are required for test analysis.
- Place the charcoal radon sampler using these guidelines:
DO:
 - Place the radon sampler on the lowest level of your home suitable for occupancy.
 - Place the radon sampler with the paper side facing upwards, on a flat surface.
 - Place the radon sampler 2-7 feet above the floor.
 - Place the radon sampler at least 3 feet from exterior doors and windows.
 - Place the radon sampler at least 6 inches from any wall or large object taller than 6 inches.**DO NOT:**
 - Do not puncture, rip, tear, or remove the paper side of your radon sampler.
 - Do not place the radon sampler near heating or air conditioning vents, or a place where it will be exposed to constantly moving air.
 - Do not place the radon sampler where it will get wet.
 - Do not place the radon sampler in areas of high humidity (i.e. bathroom, crawlspace, or sump). In humid areas, only test for 48 hours.
 - Do not place the radon sampler in direct sunlight or near heat sources.

PLAN TO STOP THE TEST:

- **Make sure to stop your test within the correct time period. Tests exposed for less than 48 hours or more than 96 hours are invalid and cannot be analyzed. We recommend a 48 hour exposure.**
- Make a note of the following for your own records:
 - Test Kit Serial # (Tip: take a picture with your cell phone!)
 - Date you will ship the package, tracking number, and shipping method (i.e. FedEx Ground 1/30/2017)
- On the outside of the mailer, print the Test Kit Serial # in the appropriate box.
- **New Jersey Regulatory Fee – Only necessary for tests conducted in New Jersey:**
If you are testing in the state of New Jersey (NJ) please enclose a required \$10.00 payment for the New Jersey Regulatory Fee. In addition, you must enter this information sheet online for the New Jersey DEP: DrHomeAir.com/NJ
- **Lab Rush Service (Optional) – Report sent via email/fax by end of next business day after receipt:**
For lab rush service, fill out the section at the bottom of the information sheet, including cash, check, or credit card. The cost is \$10.00 per radon sampler. Be sure to check the appropriate box on the outside of the mailer or write RUSH.
** Your lab rush analysis will encounter delays if the outside of the return mailer is not marked for rush **
Lab rush service does not expedite your shipment to the lab; it only affects our lab's processing time. We recommend expedited shipping.

There is no time guarantee for regular analysis. If you must meet a deadline we strongly recommend expedited shipping and lab rush service.

STOP TESTING AND MAIL YOUR PACKAGE:

- Record the stop time and date on this information sheet and complete any missing info. Stop time & date are required for test analysis.
- For fastest service, we recommend entering your information sheet online at DrHomeAir.com/Entry
- **Place this information sheet, radon sampler, and payment (if applicable) inside the mailer and seal it. This stops your radon test.**
- If you have more than one test, you can ship them all in one box or package. Each test must be sealed individually in a return mailer.
- **Mail the package immediately to Alpha Energy Labs at 2501 Mayes Road Suite #100, Carrollton, TX 75006.**
- We must receive the radon sampler within 10 days of stopping the test. We recommend expedited shipping – Priority Mail, UPS, or FedEx. **WE DO NOT RECOMMEND SHIPPING WITH USPS FIRST CLASS. If you ship with First Class you do so at your own risk.**
- The time sensitive part of analysis is always completed on the day the test arrives in the lab. A complete result may take a few more days.
- Your report will be completed and sent to you 3-5 business days after receipt in most cases (rush service will speed up lab analysis).
- You can track test status online at DrHomeAir.com/Results. Please allow 1-2 business days after receipt for lab tracking to be available.