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THIS SPACE FOR LAB ONLY

**SHORT TERM RADON TEST INFORMATION SHEET**

**TEST INSTRUCTIONS ON BACK**

Please read **ALL** instructions before beginning test. Instructional Video online at [DrHomeAir.com/RadonVideo](http://DrHomeAir.com/RadonVideo)

Please print legibly in dark ink. Made a mistake? Print another copy at [DrHomeAir.com/Forms](http://DrHomeAir.com/Forms)

Instead of completing this sheet, you may register your test information online at [DrHomeAir.com/Register](http://DrHomeAir.com/Register)

Last Name:

First Name:

Mailing Address:

City:

State:  ZIP:  Phone #  -  -

How would you like to receive your report?  
 Please mark ONE box with an "X"

Email  Fax  Mail

Test results also available  
 Online 24/7 at [DrHomeAir.com/Results](http://DrHomeAir.com/Results)

Email:

Fax:  -  -

**\*\*\* THE TEST SHOULD BE RUN BETWEEN 48-96 HOURS \*\*\***

Record the Test Kit Serial # for your own records.  
 It is required when contacting the lab for any reason.  
 Tip: Take a picture of this completed form!

Test Kit Serial #:

Test Start Time:   :   AM or PM with "X" Month   Day   Year

Test Stop Time:   :

Test Floor:  Basement  1st Floor  2nd Floor  3rd Floor +  Other

Structure Type:  Slab (No Basement)  Crawl Space  Basement  Multi-Story (No Basement)

Closed House Conditions?  Yes  No

Testing Reason:  Real-Estate Transaction  Post Mitigation  Personal Knowledge

Room Location:

(Example: Living Room)

\*\*\* COMPLETE ONLY IF TEST ADDRESS IS DIFFERENT FROM THE ADDRESS ABOVE \*\*\*

Test Address:

City:

State:  ZIP:

\*\*\* COMPLETE ONLY IF TESTING IN NEW JERSEY (NJ) OR PURCHASING LAB RUSH SERVICE \*\*\*

CREDIT CARD #:

CC EXP:  -  (Expiration Month) (Expiration Year) CSC:  (3 or 4 Digit Card Security Code) BILLING ZIP:


SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Checks payable to Alpha Energy Labs

\$10.00 NJ STATE FEE

\$10.00 RUSH SERVICE (OPTIONAL)

VSN: 7.0



## Step 1 - 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.**
  - Dehumidifiers, heating, and cooling systems should be run normally. Avoid using vent or exhaust fans during the test.
- Questions? Refer to our Frequently Asked Questions online at [DrHomeAir.com/FAQ](http://DrHomeAir.com/FAQ), or email us at [radon@alphaenergylabs.com](mailto:radon@alphaenergylabs.com).
- Instead of filling out this sheet, you may register your test online at [DrHomeAir.com/Register](http://DrHomeAir.com/Register). This will speed up your test results.
- Record your name, address, 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.
- Record your phone number on the front of this sheet. We will send you a text message when your report is complete. Leave your phone number blank if you do not want to receive this text message. We will not use your phone number for marketing purposes.
- Choose how you would like to receive your results. If you choose email, we will email your report from **[radon@alphaenergylabs.com](mailto:radon@alphaenergylabs.com)**.

## Step 2 - START THE TEST:

- **Remove the charcoal radon sampler from the plastic bag. This starts your radon test.**
- Record your start time and date on this information sheet.
- Place the charcoal radon sampler using these guidelines:  
**DO:**
  - Place the radon sampler on the lowest level of your home suitable for occupancy, whether it is finished or unfinished.
  - Place the radon sampler on a flat surface with the **paper side facing up**.
  - 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, peel, 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 closets, crawlspaces, or confined areas.
  - Do not place the radon sampler in direct sunlight or near heat sources.

## Step 3 - 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 1/30/2018)
- 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](http://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 RUSH box on the outside of the mailer or write RUSH. Unmarked rush tests will encounter delays.
- Lab rush service does not expedite your shipment to the lab; it only affects our processing time. We recommend expedited shipping.
- **No fees are required unless you are testing in New Jersey or wish to purchase Lab Rush Service.**

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

## Step 4 - STOP TESTING AND MAIL YOUR PACKAGE:

- Record the stop time and date on this information sheet and complete any missing info. Times & dates are required for a test result.
- **Place this information sheet, radon sampler, and payment (if applicable) inside the mailer and seal it tightly. This stops your radon test.**
- Refer to back of your return mailer for detailed shipping instructions. Please read carefully to avoid common shipping mistakes.
- **Mail the package immediately:** We must receive the radon sampler within 10 days of stopping the test. We recommend expedited shipping: Priority Mail, UPS, or FedEx. **USPS First Class Mail is not guaranteed. If you ship with First Class you do so at your own risk.**
- We receive mail Monday to Saturday, excluding mail holidays. Refer to [DrHomeAir.com/Postage](http://DrHomeAir.com/Postage) for mail holidays & more shipping info.
- The time sensitive part of analysis is always completed on the day the test arrives in the lab. Your report will be completed and sent to you 3-5 business days after receipt (next business day for Lab Rush Service). Business days are Monday to Friday, excluding holidays.
- You can track test status & download results online at [DrHomeAir.com/Results](http://DrHomeAir.com/Results). Please allow 1-2 business days after receipt for lab tracking.