



## 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 two charcoal radon sampler, this information sheet, and two return mailers.
- 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).
- Note: These instructions are designed for Real Estate Protocols (2 tests in the same location). If you wish to test two different locations, you will need to use two separate information sheets, which can be downloaded online at [DrHomeAir.com/Forms](http://DrHomeAir.com/Forms).
- Instead of filling out this sheet, you may register your tests online at [DrHomeAir.com/Register](http://DrHomeAir.com/Register). This will speed up your test results.
- Record your name, address, Test Kit Serial # for both samplers, and test location on the front of this sheet. Make sure to record both Test Kit Serial #s for your own records as well. The Test Kit Serial # is located on the plastic side of each 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 samplers on the lowest level of your home suitable for occupancy, whether it is finished or unfinished.
    - Place the radon samplers on a flat surface with the **paper side facing up, 3-4 inches apart from each other in the same location.**
    - Place the radon samplers 2-7 feet above the floor.
    - Place the radon samplers at least 3 feet from exterior doors and windows.
    - Place the radon samplers 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 samplers.
    - Do not place the radon samplers near heating or air conditioning vents, or a place where it will be exposed to constantly moving air.
    - Do not place the radon samplers where it will get wet.
    - Do not place the radon samplers in areas of high humidity (i.e. bathroom, crawlspace, or sump). In humid areas, only test for 48 hours.
    - Do not place the radon samplers in closets, crawlspaces, or confined areas.
    - Do not place the radon samplers 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 \$20.00 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 \$15.00 total. 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 each radon sampler inside its own mailer and seal it tightly. This stops your radon test.** Each sampler should be sealed individually.
- Place both radon samplers inside one package. Your test kit may include a prepaid FedEx 2day return envelope.
- **Mail the package immediately to Alpha Energy Labs at 2501 Mayes Road Suite #100, Carrollton, TX 75006.**
- We must receive the radon samplers 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.**  
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 & download results online at [DrHomeAir.com/Results](http://DrHomeAir.com/Results). Please allow 1-2 business days after receipt for lab tracking.