

Test Instructions – Short Term

Before performing your test, please consider reading our Tips for Fastest Service.

Step 1 - Prepare for testing

1. Open your test kit package but **do not open the inner package** containing the radon testing device. Your package should contain a radon test kit, an information card, and a return mailer. Refer to our F.A.Q. if you are missing the information card or the mailer pouch.
2. On a separate piece of paper, **write down your Test Kit Serial**. You will need this information to contact the lab or to make changes to your test.
3. Record your name, address, phone number, test kit serial number, and test location information on the enclosed information card. Refer to our FAQ if you are unsure what to mark on your card.
4. Choose how to receive your report. For fastest results, we recommend choosing fax or email. Please write legibly. If you wish to receive your results by mail leave the fax and email sections blank.

Step 2 - Begin testing

5. When you are ready to begin testing, **open the inner plastic bag and remove the test kit**. Record your test start time and date on your information card.
 - a. Do:
 - i. Place the test kit paper side up on a flat surface with the paper side facing upwards.
 - ii. Place the kit in the breathing zone, 2-7 feet above the floor.
 - iii. Place the kit at least 3 feet from windows and doors and at least 6 inches from any wall or large object
 - b. Do not
 - i. Puncture, rip, or tear the paper backing of your test. This will invalidate your test.
 - ii. Disturb the testing device during the testing period.
 - iii. Place the test kit near heat or air conditioning vents, or other places where the kit will be subject to constantly moving air.
 - iv. Place the test kit where it will get wet.
 - v. Place the test kit in areas of high humidity (i.e. a bathroom, crawlspace or sump). Abnormally high levels of humidity can invalidate your test. If you

believe your humidity levels to be high, expose your test kit for 48 hours only.

- vi. Place the test kit in direct sunlight or near heat sources.

Step 3 - Stop the test

6. **Prepare to stop the test after 48 hours.** Tests can be exposed for a maximum of 96 hours; however, we recommend a 48 hour exposure. Test kits exposed for more than 96 hours or less than 48 are invalid and cannot be analyzed. To stop the test, first record the stop date and time on your information card and fill out any missing information. If you are unsure how to complete the card please refer to our F.A.Q.
7. If you wish to purchase rush service please fill out the credit card information or enclose check or cash, otherwise leave this section blank. The cost is \$10 per test kit. Rush service guarantees your test results will be sent via fax or email by the end of the next business day after we receive your test kit.
8. **Place your information card and test kit in the mailer and seal it to stop the test.** If necessary, you may use tape to secure the seal. For fastest results, please enter your test information online by clicking on the “Enter Test Info” button. If you are purchasing rush analysis, please check the box on the outside of the mailer. If you cannot locate the box or it is missing write “rush” in permanent marker. If you have lost the pouch refer to our F.A.Q. for directions.

Step 4 - Mail your kit in for analysis

9. On a separate piece of paper that you will keep for your records, please record the following information.
 - a. Test kit serial number
 - b. The date you shipped the test kit and shipping method (i.e. USPS standard mail)
 - c. The test location - both street address and the location within the building

The above information is necessary when contacting the lab regarding test status
10. **Mail the package immediately to Alpha Energy Labs** at 2501 Mayes Road Ste 100 Carrollton TX 75006. We strongly recommend shipping with a method that allows you to track your kit (i.e. USPS priority mail with delivery confirmation, UPS, FedEx). If you chose to ship with USPS standard mail you do so at your own risk. Alpha Energy cannot be responsible for kits lost in the mail. We must receive the kit within 12 days of the end of the test or it is invalid.

11. Your test results will be generally be available within 2-3 weeks. This accounts for the time for the package to reach us, lab analysis, and the time to mail a report back to you. Test results are also available online by clicking on the “Check Test Results” button. You will need to enter your test kit serial and your zip code to retrieve results. If you receive an error it means that your test report is not yet complete.