

1. INSPECT KIT CONTENTS

Your Test Kit will Include the Following Items:

- ⇒ This Instruction Sheet ⇒ 1 Test Information Form
- ⇒ 1 Charcoal Radon Sampler ⇒ 1 Return Shipper

If any items are missing, or if your Sampler is damaged, contact Alpha Energy Laboratories **before** starting the test.

Important Information

- **Please read all instructions prior to starting your test.** Watch the brief instruction video: aelabs.com/help
- **Upon test completion, ship your Sampler to the lab immediately.** It must arrive within 10 days.
- Most Test Kits **do not include prepaid return shipping.** Unless a shipping label is included, you must purchase shipping. See our recommendations at aelabs.com/ship
- Standard lab results are typically complete 3-5 business days after receipt and are sent via email or fax. **Standard reporting times are estimated.**
- Business days are M-F (holidays: aelabs.com/holiday). We receive mail but do not issue reports on Saturday.
- We offer and recommend Lab Rush Service* (same business day report) for tests with a deadline. See link below or Step #5 of these instructions to learn more.

* *Rush Guarantee & Fee Policies:* aelabs.com/fee
Privacy Policy & Terms of Use: aelabs.com/pp

4. REGISTER YOUR INFORMATION

Failure to provide all information will delay your results.

Record Your Test Kit Serial ID

- Your Test Kit Serial ID is very important. Record it for your records. It is required to access your test results online and to communicate with the Lab.
- The Test Kit Serial ID and your online Registration Code are on the plastic side of the Radon Sampler.
Tip: Take a photo of the Sampler with your phone.
- Write your Test Kit Serial ID on the front of this Instruction Sheet and keep it for future reference.

Register your test information using **ONE** of these options:

Online Registration

- **Strongly Recommended:** register.aelabs.com
- You will receive your results faster.
- You **must not** fill out the paper Test Information Form.
- You can sign up for a helpful reminder to stop your test.
- You can return to update your registration at any time; you do not need all the information to start.

Paper Test Information Form Registration

- If you do not wish to register online, please fill out the Test Information Form and include it in your shipment.

2. PREPARE TO TEST

Prepare before you start your radon test for best results.

Special Testing Situations

Visit aelabs.com/special for special testing situations:

- Real estate transactions require two Samplers placed side-by-side in the same location at the same time.
- Commercial, school, daycare, or legally mandated testing may have additional requirements.

Plan Appropriate Testing Conditions

Closed House Conditions are recommended so your test results accurately represent your average radon levels.

The goal is to avoid leaving exterior doors and windows open for long periods of time. **You can still occupy the building and enter or exit normally.**

Follow these Closed House Conditions:

- All exterior doors and windows are closed for 12 hours before starting your test and must remain closed for the entire testing period, *except for normal entry & exit.*
- Use dehumidifiers, heating, & cooling systems normally.
- Avoid using vent or exhaust fans during your test.

Monitor for Severe Weather:

Severe or unusual weather can temporarily change the building's radon levels. If unusual weather occurs during testing, visit aelabs.com/weather for guidance.

5. DO YOU NEED TO PAY FEES?

No fees are required unless you are testing in New Jersey or wish to purchase optional Lab Rush Service.

New Jersey State Regulatory Fee (NJ Only)

- If you are testing in New Jersey, the State requires a \$10 Regulatory Fee *per Radon Sampler.*
- You must register the test online at register.aelabs.com

Lab Rush Service (Optional Upgrade)

- Lab Rush Service costs \$10 *per Radon Sampler* for a same business day report* (if Sampler received by 10 a.m., otherwise next business day).
- Lab Rush Service is optional and does not affect test accuracy, only how quickly your report is completed.
- To receive Lab Rush Service, you **must** check the RUSH box on the front of the Return Shipper.
- Lab Rush Service cannot be added after shipping.
- Unmarked Shippers will void your RUSH request without refund.

Accepted Payment Methods

- Online registration accepts credit cards only.
- If using the paper Test Information Form, either:
 - Write your credit card information on the form.
 - Include Cash, Check, or Money Order. Make checks payable to *Alpha Energy Laboratories.*

3. CHOOSE A TEST LOCATION

Visit aelabs.com/strategy to learn more.

Where to Place the Radon Sampler

- Place the Radon Sampler in a central room on the lowest level of the building suitable for occupancy, whether finished or unfinished.
- Place the Sampler **paper side up** on a flat surface.
- Place the Sampler 2-7 feet above the floor.
- Place the Sampler at least 3 feet from exterior doors and windows and at least 1 foot away from walls.
- Make sure the Sampler has at least 6 inches of space between it and any objects above or to the side of it.

DO NOT:

- Do not puncture, rip, tear, peel, or remove the paper side of your Radon Sampler.
- Do not place the Sampler near heating or air conditioning vents, or in a place where it will be exposed to constantly moving air.
- Do not place the Sampler where it will get wet, or in rooms with high humidity (i.e. bathroom or kitchen).
- Do not place the Sampler in crawl spaces or closets.
- Do not place the Sampler in direct sunlight or within 1 foot of heat sources.
- Do not move the Sampler during the test.

6. PERFORM YOUR TEST

It is very important to expose your Radon Sampler for the correct amount of time or it will be invalid.

Planning the Test Start & Stop

- For best results, expose your Sampler between 48 and 96 hours. Longer exposures do not increase accuracy.
- Samplers exposed less than 2 days (48 hours) or more than 7 days (168 hours) are invalid.
- **All test dates & times are required to calculate results.**

Starting the Test

- Register the start time & date at register.aelabs.com or on your Test Information Form.
- To start the test, remove the Radon Sampler from the plastic bag. The test begins immediately when the Radon Sampler is removed and exposed to air.

Stopping the Test

- Register the stop time & date at register.aelabs.com or on your Test Information Form.
- To stop the test, seal the Radon Sampler in the included Return Shipper. Include the Test Information Form (unless registering online) and payment (if necessary).
- If you have more than one test kit, seal each Radon Sampler individually in its own Return Shipper.

SHORT TERM RADON TEST

Alpha Energy Laboratories will analyze your Radon Sampler.

Need Help? Chat Online, Email, Text, or Call us!

CUSTOMER SERVICE:
radon@aelabs.com
aelabs.com
(972) 242-2479

MAILING ADDRESS:
Alpha Energy Laboratories
2501 Mayes Road, Suite 100
Carrollton, TX 75006

Instructional Video & Test Help:
aelabs.com/help

Register Your Test Information:
register.aelabs.com

Download Test Results:
results.aelabs.com



Scan for Help

My Test Kit Serial ID: _____

Shipment Tracking: _____

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7. COMPLETE & SHIP YOUR TEST

Complete the checklist and ship your Radon Sampler immediately. Delays may invalidate your test.

Successful Radon Test Checklist

- Test Kit Serial ID recorded and this Instruction Sheet kept for your records.** Do not send this sheet to the lab.
- All test information provided via online registration (register.aelabs.com) or paper Test Information Form.
- Sampler exposed for at least 48 hours (2 days) and no more than 168 hours (7 days).
- If you have multiple Samplers, seal each individually in its own Shipper and place in one box or package.
- Shipping label applied to box, package, or Shipper.
- Ship promptly to lab: Alpha Energy Laboratories
2501 Mayes Road, Suite 100 Carrollton, TX 75006

Reminders

- Your Sampler **must arrive within 10 days** of the stop date. Use a reliable shipping method with tracking.
- Discounted shipping offers are available for purchase at register.aelabs.com
- You can check test status and download test results online at results.aelabs.com
- Results are **typically** sent via email or fax within 3-5 business days of receipt (faster for Lab Rush Service).