



**RADON TESTING
LABS, INC.**

NEHA/NRPP Certified
Radon Testing
Mitigation
Analysis

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MULTI-UNIT RADON TESTING DATA FORM

Client Information:

Tester's Name: _____
Company: _____
Phone Number: _____
Email: _____

Test Information:

Test Site Address: _____ Test Site Name
_____ Street Address Line 1
_____ Street Address Line 2
_____ City, State, Zip

Start Date: _____ **End Date:** _____

Kit Serial Number	Test Location (Building, Unit, Room, etc.)	Start Time	End Time



INSTRUCTION SHEET FOR CHARCOAL CANISTERS

1. Due to the nature of analysis, samples must be received with seven days to ensure samples will be valid. A guaranteed shipping method or hand delivery to Raleigh is also recommended to ensure prompt delivery and a valid test. Check expected weather for the time period during which you plan to test. If severe weather and/or high winds are predicted, delay starting the test until milder weather is expected. ***If you are testing a home as part of a real estate transaction, current EPA protocols require the use of TWO passive test devices, which can either be placed sequentially over two different test time intervals, or simultaneously placed side-by-side in the same room/area for one test interval (simultaneous is recommended and more common).***

2. **Close ALL windows and exterior doors 12 hours before the start of the test and keep them closed for the entire test period. Opening and closing of exterior doors must be restricted to normal entry and exit.** Do not use any internal-external air exchange systems (e.g., window fans, whole building attic fans, window air conditioning units with the outside air damper open, etc.) for 12 hours before, and during, the test period. Heating or central air conditioning systems must be operational and on their normal settings (***AUTO mode, between 64 & 78 degrees***); fireplaces or fireplace inserts can be operated only if they are the principal means of heating the building. No fans may be operating in the test room/area during the entire test period.

3. Fill in ALL of the information on the data form/chain of custody. Use international time; e.g., 9:30 pm is 21:30 hours.

4. To begin the test, peel back the silver foil on top of the canisters to uncover the hole in the metal lid. **DO NOT ALTER THE TESTING KIT IN ANY OTHER WAY, INCLUDING REMOVING OR MARKING THE COLORED TAPE AROUND THE CANISTER!** Save the silver foil seal for re-sealing the canister at the end of the test. Gently fasten the silver foil seal to the bottom or side of the canister to ensure it is not discarded.

5. **Place the kit(s) on a level surface, at least 20 to 30 inches above the floor, with the open side facing up. Kit(s) should be located away from all windows, doors, air ducts, air returns, stairwells and fireplaces.** Fireplace flues must be closed unless the fireplace is needed to heat the building during the test. Place kit(s) *at least four inches away from other objects, and at least one foot away from an interior wall or three feet away from an exterior wall.* HOMEOWNERS should test in the most frequently occupied room in the lowest lived-in area of the home; a PROPERTY BUYER will usually test in the lowest livable or occupiable area (for example, an unfinished or unused basement may still be considerable livable space to a Buyer). COMMERCIAL BUILDINGS should be tested in the lowest-level OCCUPIED spaces.

NO KITCHENS

NO BATHROOMS

NO CLOSETS

NO LAUNDRY ROOMS

NO FIREPLACE MANTLES

NO ENTRANCE FOYERS

NO HALLWAYS

NO MECHANICAL ROOMS

NO STORAGE ROOMS

NO UTILITY ROOMS

NO ATTICS

NO ELEVATORS

NO STAIRWELLS

NO EQUIPMENT ROOMS

NO CRAWLSPACES

NO ROOMS WITH EXPOSED DIRT

6. Leave kit(s) undisturbed for **at least 3 days (72 hours) and no more than 6 days (144 hours)**. At the end of the test, reseal the canister(s) by firmly re-applying the silver foil to the top of the canister.

7. Record the date and time that you completed the test on the data form/chain of custody.

8. Place the kit(s) and the completed form in the return mailer and **RETURN THEM TO RTL AS SOON AS POSSIBLE BUT NO LATER THAN SEVEN DAYS AFTER THE COMPLETION OF THE TEST. RTL will not analyze canister(s) received later than 7 days after the completion of the test.**