

Initial Measurement Business Application New Jersey Radon Certification Procedures

- A radon measurement business shall submit an application for initial certification in accordance with N.J.A.C. 7:28-27.3(e).
 - Mail the original application and NON-REFUNDABLE \$400 application fee (payable to Treasurer, State of New Jersey) to:
 - New Jersey Department of Environmental Protection, Radon Section, Mail Code 25-01, P. O. Box 420, Trenton, New Jersey 08625-0420.
 - If mailing via FedEx, UPS, or DHL use:
 - New Jersey Department of Environmental Protection, Radon Section 25 Arctic Pkwy, Ewing NJ 08638.
- Complete Section A **BUSINESS INFORMATION**
 - Input your businesses name, physical location, mailing address, primary and secondary individuals in charge of the business, individual in charge of tracking affiliates and their certification status, contact information for each individual, which may include a telephone number and electronic mail address, and any branch names, addresses, and contact information.
 - The business's status as a corporation, limited liability company, sole proprietorship, partnership, or municipality, county, state, Federal, or other public agency.
 - The name and address of each owner, officer, general and limited partner, director, and principal shareholder.
 - For a corporation, the state of domestic incorporation, and the name and principal place of business of each parent corporation of the applicant.
- Complete Section B **BUILDING TYPES TO BE TESTED**
 - Identify the building types to be tested: residential single-family buildings, residential multifamily buildings, non-residential large buildings, and/or schools. You may select more than one building type. Note: To test multifamily buildings, non-residential large buildings, and/or schools, an affiliate is required to have met the training requirements for these building types.
 - Check either yes or no if the business will offer direct mailing of devices to the homeowners.
- Complete Section C **ATTACHMENTS**
 - Please attach all the requirements listed below with your application:
 - Complete and attach the [Non-Portable Device List](#) to ADD devices to your certification. Also complete and attach the [Quality Assurance Plan for Non-Portable Devices](#) or you can submit your own plan in accordance with N.J.A.C. 7:28-27.14.
 - Complete and attach the [Portable Device List](#) to ADD devices to certification.
 - Complete and attach the [Quality Assurance Plan for Electret Devices](#) or [Quality Assurance Plan for Continuous Radon Monitors](#) or [Quality Assurance Plan for Charcoal Canisters](#) or you can submit your own plan in accordance with N.J.A.C. 7:28-27.14.
 - Complete and attach the [Measurement Radiological Safety Plan](#) or prepare and submit your own plan in accordance with N.J.A.C. 7:28-27.15.

- Complete a copy of the chain of custody form for each device type and building type in accordance with 7:28-27.9(g)
- Complete a copy of the instruction document the business provides to individuals who are not subject to certification under this sub-chapter, in accordance with N.J.A.C. 7:28-27.9(h)
- Complete a copy of the [Confidentiality Waiver](#) form in accordance with N.J.A.C. 7:28-27.9(o)
- Complete a copy of each reporting form used to report results to clients in accordance with N.J.A.C.7:28-27.17(c)
- Complete Section D **CERTIFICATION SIGNATORIES**
 - Please do not forget to sign and date the application.
 - *Congrats, you have completed the Measurement Business Application.*