



Alabama Department of Public Health  
Bureau of Environmental Services  
Lead Certification Program  
(334) 206-5373 or 1(800) 819-7644



## Pre-Renovation Form

This form may be used by certified lead firms to document compliance with the requirements found in Alabama Administrative Code, Rule 420-3-29-.04 or the form found in the most recent EPA-740K-10-001, Renovate Right brochure.

### Occupant Confirmation

#### Pamphlet Receipt

- I have received a copy of the lead hazard information pamphlet informing me of the potential risk of the lead hazard exposure from renovation activity to be performed in my dwelling unit. I received this pamphlet before the work began.

Note: A child-occupied facility is a pre-1978 building visited regularly by the same child, under 6 years of age, on at least two different days within any week, for at least 3 hours each day, provided that the visits total at least 60 hours annually.

---

Printed Name of Owner-occupant

---

Signature of Owner-occupant/Date

### Renovator's Self Certification Option (for tenant-occupied dwellings only)

Instructions to Renovator: If the lead hazard information pamphlet was delivered but a tenant signature was not obtainable, you may check the appropriate box below.

- Declined – I certify that I have made a good faith effort to deliver the lead hazard information pamphlet to the rental dwelling unit listed below at the date and time indicated and that the occupant declined to sign the confirmation of receipt. I further certify that I have left a copy of the pamphlet at the unit with the occupant.
- Unavailable for signature – I certify that I have made a good faith effort to deliver the lead hazard information pamphlet to the rental dwelling unit listed below and that the occupant was unavailable to sign the confirmation of receipt. I further certify that I have left a copy of the pamphlet at the unit by sliding it under the door or by (fill in how pamphlet was left). \_\_\_\_\_

---

Printed Name of Person Certifying Delivery Attempted Delivery Date

---

Signature of Person Certifying Lead Pamphlet Delivery

Unit Address: \_\_\_\_\_

**Note Regarding Mailing Option:** As an alternative to delivery in person, you may mail the lead hazard information pamphlet to the owner and/or tenant. Pamphlet must be mailed at least 7 days before renovation. Mailing must be documented by a certificate of mailing from the post office.

# Renovation Notice

For use to notify tenants of renovations in common areas of pre-1978 multi-family housing or to notify parents and students of renovations in Child Occupied Facilities or Schools with children under the age of 6.

---

\_\_\_\_\_  
Expected Start Date

to

\_\_\_\_\_  
Expected End Date

\_\_\_\_\_  
Activity (e.g., sanding, window replacement, painting)

\_\_\_\_\_  
Location (e.g., lobby, recreation center)

**NOTICE:** Because this is an older building built before 1978, some of the paint disturbed during the renovation may contain LEAD. You may obtain a copy of the pamphlet, *Renovate Right*, by scanning the QR code below.

This pamphlet will provide the following information:

- Basic facts about lead and your health
- What tenants and parents/guardians of a child should consider
- How to prepare for the renovation or repair of the job
- What to look for during the job and after the job is done
- Where to get more information about lead



\* If you do not have access to a smartphone or have trouble scanning the code, you may contact me at \_\_\_\_\_ and request a copy of the pamphlet.

\_\_\_\_\_  
Printed Name of Renovator

\_\_\_\_\_  
Signature of Renovator/Date

**\*\*Renovator, keep a copy of this form to serve as a RECORD OF TENANT NOTIFICATION PROCEDURES\*\***