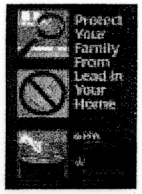

Confirmation of Receipt
Protect Your Family From Lead In Your Home and Notification of Renovations

Complete all Contractor/Landlord information and the method of delivery.

Contractor/Landlord Information
Contractor/Landlord Name: _____
Address: _____
Phone: _____
Work site address: _____
Description of work: _____
_____

Delivery in person and owner/occupant signature obtained
☐ Before work began on my home I received a copy of *Protect Your Family From Lead in Your Home* informing me of the potential risk of the lead exposure from maintenance/renovation activity to be performed in my home. I received notification stating when and where the work will be completed.

Printed name of recipient _____ Signature of recipient _____ Date _____

Delivery in person; tenant signature *not* obtained
I certify that I have made a good faith effort to deliver the pamphlet, ***Protect Your Family From Lead in Your Home***, and notification of maintenance/renovation to the dwelling unit listed above at the date and time indicted below. I further certify that I have left a copy of the pamphlet and notification of renovation at the unit with the occupant or at the unit.
☐ **Refusal to sign** The occupant refused to sign the confirmation of receipt.
☐ **Unavailable for signature** The occupant was unavailable to sign the confirmation of receipt.

Printed name of person certifying delivery _____ Signature of person certifying delivery _____ Date and time of delivery _____

Mailing Option – As an alternative to delivery in person, you may mail the lead pamphlet and notification of renovation to the owner and/or tenant. This information must be mailed at least 7 days before maintenance/renovation. (Attach certified mail document obtained from with a certificate of mailing from the post office.)

Printed name of person mailing _____ Signature of person mailing _____ Date _____

Confirmation of Receipt
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