

To: Tenant

From: Landlord

Date:

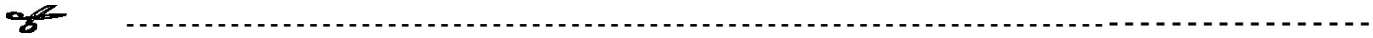
### ANNUAL NOTICE

#### PROTECT YOUR CHILD FROM LEAD POISONING AND WINDOW FALLS

New York City law requires that tenants living in buildings with 3 or more apartments complete this form and return it to their landlord before February 15, each year. **If you do not return this form, your landlord is required to visit your apartment to determine if children live in your apartment.**

<b>Peeling Lead Paint</b>	<b>Window Guards</b>
<p><b>By law</b>, your landlord is required to inspect your apartment for peeling paint and other lead paint hazards at least once a year if a child under 6 years of age (5 years or younger) lives with you.</p> <ul style="list-style-type: none"> <li>You must notify your landlord in writing if a child under 6 comes to live with you during the year.</li> <li>If a child under 6 lives with you, your landlord must inspect your apartment and provide you with the results of these paint inspections.</li> <li>Your landlord must use safe work practices to repair all peeling paint and other lead paint hazards.</li> <li><b>Always report peeling paint to your landlord. Call 311 if your landlord does not respond.</b></li> </ul>	<p><b>By law</b>, your landlord is required to install window guards in all your windows if a child under 11 years of age (10 years or younger) lives with you, OR if you request them (even if no children live with you).</p> <ul style="list-style-type: none"> <li><b>It is against the law</b> for you to interfere with installation, or remove window guards where they are required. Air conditioners in windows must be permanently installed.</li> <li>Window guards must be installed so there is no space greater than 4½ inches above or below the guard, on the side of the guard, or between the bars.</li> <li><b>ONLY</b> windows that open to fire escapes, and one window in each first floor apartment when there is a fire escape on the outside of the building, are legally exempt from this requirement.</li> </ul>
<p><b>These requirements apply to buildings with 3 or more apartments built before 1960. They also apply to buildings built between 1960 and 1978 if the landlord knows that lead paint is present.</b></p>	<p><b>These requirements apply to all buildings with 3 or more apartments, regardless of when they were built.</b></p>

**Fill out and detach the bottom part of this form and return it to your landlord.**



Please check all boxes that apply:

A child under 6 years of age (5 years or younger) lives in my apartment.

A child under 11 years of age (10 years or younger) lives in my apartment and:

- Window guards are installed in all windows as required.
- Window guards need repair.
- Window guards are NOT installed in all windows as required.

No child under 11 years of age (10 years or younger) live in my apartment:

- I want window guards installed anyway.
- I have window guards, but they need repair.

Last Name		First Name	Middle Initial		
Street Address	Apt.#	City	State	Zip Code	
Signature		Date	Telephone Number		

**Deadline for return: February 15, 2008**

Return form to: Name and address of landlord or managing agent. Call 311 for more information on preventing lead poisoning and window falls.

DOHMH-approved: October 15, 2007