



STATE OF MICHIGAN

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
LANSING


RICK SNYDER
GOVERNOR

GARY HEIDEL
EXECUTIVE DIRECTOR

MEMORANDUM

February 3, 2011

TO: All OCD Grantees

FROM: Bill Parker, Acting Director 
Office of Community Development (OCD)

RE: EPA Renovate Right Brochure

The purpose of this memo is to inform all OCD Grantees of an update to the EPA Renovate Right Brochure. The brochure has been updated to reflect the EPA lead rule that went into effect in April 2010. You can download the new brochure at:
<http://www.epa.gov/lead/pubs/renovaterightbrochure.pdf>

You can also continue to use the old brochure if you have a supply of them, and replace the last page of the brochure "The Future Sample Pre-Renovation Form" with the "Sample Pre-Renovation Form". The new form is attached, and can also be found at
<http://www.epa.gov/lead/pubs/pre-renovationform.pdf>.

MSHDA also has some of the older brochures available. If you would like a supply mailed to you, you can contact Kerri Nobach at 517-373-9015 or nobachk1@michigan.gov.

Once the supply of older brochures is gone, we will order the newer version.

Please contact your CD Specialist, or me (517-373-1462 or parkerw@michigan.gov) if you have any questions.

Attachment

Sample Pre-Renovation Form

This sample form may be used by firms to document compliance with the requirements of the Federal Lead-Based Paint Renovation, Repair, and Painting Program.

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.

Printed Name of Owner-occupant

Signature of Owner-occupant

Signature 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.