

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

**Annual Notice**

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.**

**Peeling Lead Paint**

**By law**, 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.

- You must notify your landlord in writing if a child under 6 comes to live with you during the year.
- If a child under 6 lives with you, your landlord must inspect your apartment and provide you with the results of these paint inspections.
- Your landlord must use safe work practices to repair all peeling paint and other lead paint hazards.
- **Always report peeling paint to your landlord. Call 311 if your landlord does not respond.**

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.

**Window Guards**

**By law**, 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).

- **It is against the law** for you to interfere with installation, or remove window guards where they are required. Air conditioners in windows must be permanently installed.
- 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.
- **ONLY** 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.

These requirements apply to all buildings with 3 or more apartments, regardless of when they were built.

**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.

|                       |                   |                         |
|-----------------------|-------------------|-------------------------|
| <i>Last Name</i>      | <i>First Name</i> | <i>Middle Initial</i>   |
| <i>Street Address</i> | <i>Apt.#</i>      | <i>City</i>             |
|                       | <i>State</i>      | <i>Zip Code</i>         |
| <i>Signature</i>      | <i>Date</i>       | <i>Telephone Number</i> |

**Deadline for return: February 15, 2016**

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