



Garthchester Realty

www.GarthchesterRealty.com

440 Mamaroneck Avenue, S-512
Harrison, New York 10528
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PROCEDURES FOR REQUEST OF RIGHT OF FIRST REFUSAL

EDGEMONT AT TARRYTOWN CONDOMINIUM

Enclosed you will find our form for Request for a Waiver of Release of a Right of First Refusal, to be filled out by the proposed purchaser. The information supplied by these forms is required under Article VIII, Section I of the By-Laws of Edgemont at Tarrytown Condominium.

Please return the request forms to us, **along with a copy of the proposed contract, (or lease , in the case of a rental)** and a check for \$250.00, made payable to Garthchester Realty (this fee is non-refundable). If the forms are not fully completed, then it will be deemed that they have not been submitted and will result in a delay in processing. If further information is needed after review of these forms, then we shall so inform you.

Paper work must be received by Garthchester Realty at least two weeks prior to board meeting. (Board meets the third Tuesday of every month)

Additionally, before the Waiver of the Right of First Refusal can be issued, we must receive a check in the amount of \$300.00 from the current owner as a move-out security deposit and a \$300.00 check from the purchaser as a move-in security deposit. These checks should be made payable to Edgemont at Tarrytown Condominium.

If this is for a rental, a check from the owner for \$400, payable to Edgemont at Tarrytown, must also be included.

The prospective purchaser must arrange to meet with the site agent at the Condominium's office (631-4400).

Request for Waiver or Release of Right of First Refusal

Board of Managers
Edgemont at Tarrytown
c/o Garthchester Realty
440 Mamaroneck Avenue, S-512
Harrison, NY 10528

Re: # _____ Martling Avenue

Gentlemen:

I am/we are the prospective purchaser/renter of the above referenced unit. I/we hereby certify that I/we understand that any interest that I/we shall have in the unit and in the condominium shall be held subject to the provisions of the Declaration of Condominium for Edgemont at Tarrytown, the by-laws of the said Condominium and the rules promulgated or hereafter established by the owners of units at Edgemont at Tarrytown, as any or all of the above may be amended from time to time.

I/we further understand that certain information is required to be furnished to you under Article VIII of the by-laws of the Condominium. Therefore, the following information is hereby furnished pursuant thereto:

1. Name(s) of Purchaser/ 1) _____ Soc. Sec. # _____
Renter 2) _____ Soc. Sec. # _____

Names of all other Relationship to
persons who will Purchaser/Renter
reside in Unit: _____

2. Present Address: _____

Length of time at above address: _____
(check one) Owned: _____ Rented: _____

Landlord's Name: _____
Address _____

3. Previous address where rent was paid by me/us:
1. _____ From _____ To _____

Landlord's name and address: _____
Phone #: _____

2. _____ From _____ To _____

Landlord's name and address: _____
Phone #: _____

4. Telephone: Office: _____
Home: _____
5. Present Occupation: 1) _____
2) _____
6. Name and Address of Present Employer:
1) _____
2) _____
7. Length of time of current employment: 1) _____
2) _____

I/we represent to you that the above information is true and correct,
and I/we understand that you are relying upon the information given
in making a determination of whether to exercise your right of first
refusal.

Very truly yours,

Prospective Purchaser/Renter

EDGEMONT AT TARRYTOWN
CONFIDENTIAL DATA SHEET

UNIT NO: _____ Date: _____

Parking: Garage No. _____
Space No. _____

OWNER: _____
Address: _____
Phone: _____

RESIDENT:

Name: _____
Company Name: _____
Co. Address: _____
Business Phone: _____
Cell Phone: _____
Email Address: _____
Home Phone: _____

Name: _____
Company Name: _____
Co. Address: _____
Business Phone: _____
Cell Phone: _____
Email Address: _____

In Case of Emergency, Notify: _____
At (Address): _____ Phone # _____

All Residing at Same Address:

Name: _____ Name: _____
Name: _____ Name: _____

Pets:

Type: _____ Name: _____
Type: _____ Name: _____

Automobiles: (List all cars using Edgemont Parking Facilities)

Make: _____ Year: _____ Model: _____ Plate #: _____ Sticker#: _____
Make: _____ Year: _____ Model: _____ Plate #: _____ Sticker#: _____
Make: _____ Year: _____ Model: _____ Plate #: _____ Sticker#: _____

NOTE: It is recommended to give keys to the Management, however, we reserve the right to enter any units for emergencies at owner's expense. If you have provided an emergency key to a neighbor, please identify _____.



Edgemont

CONDOMINIUM ASSOCIATION
AT TARRYTOWN

(914) 631-4400 301 Martling Avenue
(914) 631-4508 FAX Tarrytown, NY 10591

For Purchasers:

Please acknowledge that you have received a copy of the offering plan for Edgemont at Tarrytown Condominium, and you have read the By-Laws and house rules of the Condominium, by signing below.

For Renters:

Please acknowledge that you have received a copy of and read the house rules of the Condominium by signing below.

Date: _____

FOR PURCHASERS ONLY

**Authorization of Board of Managers
Pursuant to the Real Property Tax Law and
Section 339-y of the Real Property Law**

The undersigned hereby appoints and authorizes the Board of Managers of Edgemont At Tarrytown Condominium to act as my agent to complain and/or apply to the Assessor and Board of Assessment Review of the Town of Greenburgh, the Village of Tarrytown and to any other Town and Village officers, boards or agencies, and to sign, execute, verify and file any and all grievance applications, protests and/or complaints, whether a single complaint on behalf of all unit owners or otherwise, to review the real property tax assessment on the property owned by the undersigned and identified below. The said Board of Managers is further authorized to commence and prosecute special proceedings and to verify any petition and/or petitions pursuant to Article 7 of the Real Property Tax Law with respect to said property. The Board is also authorized to act as agent for the undersigned with respect to all hearings, conferences, meetings, settlements and compromises with regard to the real property tax assessment on said property as it appears on the Town and Village tax rolls. The Board is expressly authorized to retain legal counsel in connection with any of the foregoing, in accordance with Section 339-y of the Real Property Law, and to apply any tax refunds received in my(our) behalf to my(our) share of the attorneys fees, expenses and disbursements incurred in connection with any of the foregoing. This agency and authorization shall be effective with respect to the tax assessment for all years until such time as this agency and authorization is revoked in writing, and shall be binding upon my (our) successors and assigns.

Authorized Signature

Unit No.

Address

Name of Unit Owner (Please Print)

Dated:

201

EDGEMONT AT TARRYTOWN CONDOMINIUM ASSOCIATION

POLICY AND PROCEDURE: MOVING IN AND/OR OUT OF CONDOMINIUM

GOAL:

IT IS THE GOAL OF THE EDGEMONT AT TARRYTOWN CONDOMINIUM ASSOCIATION TO MAINTAIN A PEACEFUL AND RESIDENT FRIENDLY ENVIRONMENT. IN KEEPING WITH THIS GOAL, THE BOARD OF MANAGERS WILL ENFORCE THE FOLLOWING **MOVING IN AND/OR OUT POLICY**.

POLICY:

1. A SECURITY DEPOSIT IN THE AMOUNT OF \$300 IS REQUIRED FROM BOTH THE SELLER AND THE BUYER. THE CHECKS MUST BE RECEIVED BY GARTHCHESTER TWO WEEKS BEFORE THE CLOSING OR EDGEMONT **WILL NOT** ISSUE THE WAIVER OF RELEASE OF A RIGHT OF FIRST REFUSAL. THE DEPOSITS ARE TO ENSURE THAT THE MOVING POLICY IS COMPLIED WITH.
2. ALL RESIDENTS MUST NOTIFY THE ON-SITE MANAGER IN WRITING A MINIMUM OF TWO (2) WEEKS IN ADVANCE OF THEIR SCHEDULED MOVING DATE. IF THE DATE CHANGES, THE ON-SITE MANAGER SHOULD BE RE-NOTIFIED IMMEDIATELY.
3. MOVING IN AND OUT WILL BE ALLOWED AS FOLLOWS:

MONDAY– FRIDAY 8:00 am – 8:00 pm. Moving will BE PERMITTED on Saturdays ONLY UPON receiving prior written approval of the On-Site Manager. Moving will not be allowed on Sundays and/or holidays.

2. DURING THE MOVING PROCESS LARGE ITEMS, IE. (FURNITURE, CHAIRS, APPLIANCES, TIRES, ETC.) **ARE NOT TO BE LEFT OUTSIDE OR INSIDE THE GARBAGE SHEDS,**

EXCEPT WITH PRIOR WRITTEN NOTIFICATION TO THE ON-SITE MANAGER AND THEN **ONLY ON WEDNESDAY NIGHT.**

(NOTE: DEPENDING ON THE TYPE OF ITEM, A REMOVAL FEE MIGHT BE REQUIRED, AS PER THE VILLAGE OF TARRYTOWN)

3. DURING THE MOVING PROCESS ALL TRASH MUST BE PLACED IN LARGE TRASH BAGS AND ALL BOXES MUST BE BROKEN DOWN FLAT AND TIED TOGETHER. ALL TRASH MUST BE PLACED NEATLY IN THE GARBAGE SHEDS, TO PROVIDE ACCESS FOR OTHER RESIDENTS AND/OR TENANTS AND FOR THE CREW OF EDMONT.
4. DURING THE MOVING PROCESS USE OF LAWN AREAS SHOULD NOT BE UTILIZED. IN ADDITION, ROADWAYS AND FIRE ZONES CANNOT BE BLOCKED.

5. ANY VIOLATION OF THIS POLICY WILL NECESSITATE THE FORFEITURE OF THE SECURITY DEPOSIT.

APPROVED BY THE
BOARD OF MANAGERS: September 17, 2002

I HAVE READ AND REVIEWED THE ABOVE POLICY AND UNDERSTAND MY RESPONSIBILITIES AND THE ACTIONS, WHICH COULD BE TAKEN IF THE POLICY IS NOT FULLY ADHERED TO.

SIGNATURE: _____

PRINT NAME: _____

UNIT NUMBER: _____ DATE: _____



Edgemont

CONDOMINIUM ASSOCIATION
AT TARRYTOWN

(914) 631-4400 301 Martling Avenue
(914) 631-4508 FAX Tarrytown, NY 10591

Dear New Resident,

Welcome to Edgemont! We wish you the best of luck in your new home. We would like to "officially" welcome you once you have moved in. PLEASE CALL THE EDGEMONT OFFICE, 631-4400, WITH YOUR NEW PHONE NUMBER. A Welcome Committee member will contact you to set up a time for a visit.

If, in the interim, you have questions about any Edgemont rules or about what you are allowed to do while you are doing any work at your unit, don't hesitate to call the office and ask. The hours are 8:00am to 4:00pm Monday through Thursday and 8:00am to 1:00pm Friday.

The Edgemont Board of Managers

EDGEMONT

Information & Guidelines

- We realize that many people move to a condominium in order to stop doing things such as watering. Due to the nature of our beautiful grounds, the unit owner or renter is strongly urged to water their shrubs and trees. The value of all of our units is dependent upon the beauty of the grounds and water is key element to keeping our values high. All residents are encouraged to water shrubs, trees, and grass on a weekly basis when there is no significant rainfall. Due to their heavy workload, the crew is unable to do watering. Sprinklers, spray nozzles, hoses, etc., are available upon request to the Edgemont Office. Any weeding that you can do will be appreciated.
- Residents may plant annuals immediately adjacent to the front and rear of their units, after approval by the property manager. Plants must not impede lawn mowing. Weeding and upkeep are the responsibility of the unit owner, this includes patio areas.
- The crew does leaf blowing once each fall. This includes patios and ground-level decks. At all other times, unit owners are responsible for cleaning the normal debris from their own patios and decks.
- A plan for larger plants, such as trees and shrubs, must be submitted to the Edgemont Property Manager for approval. All planting done on Edgemont property become the property of Edgemont and may not be removed. The Edgemont Property Manager will make the purchases of all trees and shrubs.
- Unit owners will not be reimbursed for any plantings that they purchase.
- Vegetable plantings are not allowed on common areas. They may be planted in tubs on decks and patios.
- Climbing vines are not allowed.
- Report any problems with shrubs, trees, etc., in the form of a Work Order.
- No objects (statues, ceramic planters, etc.) are allowed on the lawns.
- Flower boxes must conform to building color.
- Firewood can create a termite problem. Please store your firewood away from the building and in such a way that air can circulate.
- Bird baths and bird feeders are not allowed. Bird baths create mosquito problems and bird feeders attract animals.

- Indoor/outdoor carpeting is not to be used on patios, decks, or stairs. This creates a moisture problem and the wood below will deteriorate more quickly.
- Tiki Torches are not permitted.
- Cars are not to be parked in areas with diagonal lines or fire lanes. Cars parked in these areas will be towed at the owner's expense.
- Cars may only be parked in front of recessed garages and only between April 15 and November 15 in order to allow for snow plowing. Failure to comply may result in your car being towed.
- The Service Road is not to be used as a thoroughfare. This road is to be used only by the crew and emergency vehicles. Unit owners using this road as a shortcut to and from Benedict will be fined.
- Work requests must be submitted through the website: edgemontcondo.com.
- Any alterations that affect any portion of the common elements, including, but not limited to, attics, garages, decks, exterior walls, interior walls, or the grounds adjacent to a unit, must receive the approval of the Board. Requests for such alterations should be submitted in the form of a letter and addressed to the Board. The letter should then be forwarded to the Edgemont Office where it will be distributed to all Board members.
- No awnings or other coverings are allowed.
- Outdoor grills are to conform to the following standards:
 1. Portable gas grills are permitted but are not allowed to be connected to the common gas main.
 2. Storage of extra propane gas tanks is hazardous and not permitted.
 3. May not be used under decks.
 4. Must be kept away from the building
 5. Charcoal grills are acceptable under proper safety precautions.

4/3/08

September 16, 2001

RULES AND REGULATIONS
for
RENOVATION/REPAIR OF UNITS AT EDGEMONT

In response to the desire expressed by a number of unit owners for stricter rules and regulations regarding renovation/repair of units, the Board of Managers has approved the following update of existing rules found in the Offering Plan or approved by previous Boards. It is especially important that new owners who are unfamiliar with life at Edgemont read these carefully since your actions have considerable impact on the quality of life of your neighbors.

Any alteration, modification or addition to or affecting the common elements is subject to the advance approval of the Board of Managers. Remember that attics and garages are common elements. Therefore, electrical fixtures with wire running through the attic space, attic fans, garage partitions or closets, etc. are considered alterations of common areas just as are skylights, vents for kitchen exhaust fans and air conditioner units placed on the ground outside the building.

Requests should be submitted to the Office in writing and must include a description/sketch of the work to be done along with proof that the proposed contractor is licensed and insured. Once approval has been received in writing, the unit owner should notify the Office as to when the work will begin and approximately how long it is expected to take so that surrounding units can be informed. While these requirements are specifically for work involving common elements, the Board hopes that unit owners will follow the same general rules when doing renovation projects within the confines of their units.

With the exception of emergencies, hours for any work by outside contractors (whether or not common elements are involved) are limited to:

Monday – Saturday 8:00 am – 6:00 pm

No work is permitted on Sundays or major national holidays (i.e. New Year's Day, Presidents' Day, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas). Work may be done on major religious holidays only with the consent of affected neighbors.

Contractors may not park in fire lanes or numbered spaces except to unload supplies and equipment. They must remove debris from the premises (it may **not** be put in the sheds) and leave the grounds free of trash, soda bottles, etc.

If these rules are violated the unit owner concerned will be subject to fines.

Unit owners are urged to keep in mind that they share floors, walls and space with others and should therefore be as considerate as possible of their neighbors. This is equally important when people are doing renovation/redecoration on their own on evenings and weekends.

A final caution. The crew is often asked by residents to do minor repairs or provide other assistance of a private, non-emergency nature. Please note that crew members can assist residents with non-condominium business only on their own time, i.e. after 4 pm and on weekends. Such help is strictly voluntary and should be remunerated appropriately. As the crew has to sign that they have read and understood the rules, please don't ask them to do anything for you between the hours of 8 am and 4 pm. It puts them in a difficult position and could jeopardize their jobs.

KEY PRINCIPLES FOR PRESERVING THE QUALITY OF LIFE AT EDGEMONT AT TARRYTOWN

Congratulations! If you are reading this document, it is likely that you either live at Edgemont or plan to live here in the near future.

To preserve and protect the beauty of our pristine communal living environment, we must establish and abide by some simple, common sense, fundamental rules.

The Board of Managers does not want to become a heavy-handed authority figure and we hope that every resident will be mindful enough to ensure respect for your neighbors' privacy and comfort. The rather close proximity to each other means that almost anything you do has some impact on your neighbor; hence the need for rules and regulations. The general philosophy, which we hope comes through the sometimes sternly worded rules, is consideration for your neighbor.

A Brief Guide to Harmonious Living:

- Garbage is to be put out no earlier than 7:00 am on Mondays and Thursdays. Garbage should not be put out on any other day.
- Wet garbage is never to be left by the sheds. Nobody wants to see or smell garbage. Besides, we do not want to attract rodents and animals to our homes.
- Please check the bulletin boards at the mailboxes for holiday schedule changes.
- Recycling – Please use sheds for approved recyclables only. Check with the office if you're uncertain of what can/cannot be left in the sheds.
- Discarded carpeting, appliances, furniture and other bulk items **MUST** be removed from Edgemont's premises. Arrangements should be made with contractors, stores, etc., for removal. Please do not leave these items at or near the sheds.
- Dogs **MUST** be leashed at all times and walked outside Edgemont grounds. Dogs **SHALL NOT** be left unattended on decks or patios.

Driving and Parking – PLEASE TAKE NOTE!!!

- Driving on Edgemont roads and parking areas must be slow and careful. Please do not exceed the posted speed limits.
- Mail Pick Up – Parking in front of the mailboxes is dangerous. Please move up, away from the entrance or into a nearby space. Your cooperation will avoid the potential for accidents.
- Visitors, workmen, etc. must be told not to park in our numbered and reserved spaces. We are each responsible for ensuring compliance to this restriction. Many residents have come home to find their private spot occupied. Let's spare each other the aggravation.
- Abandoned cars, or cars which are mechanically unfit, or unable to meet all legal requirements for driving on public roads, may not be stored on Edgemont property.
- Washing of automobiles on Edgemont property is not permitted.

FINES WILL BE LEVIED FOR EACH DAY OR OCCURRENCE OF VIOLATIONS!

URGENT REQUEST – PLEASE HELP KEEP EDGEMONT BEAUTIFUL AND OUR TREES AND SHRUBS ALIVE BY WATERING THE TREES AND SHRUBS NEAR YOUR UNIT. HOSES, SPRINKLERS, ETC., CAN BE OBTAINED FROM EDGEMONT'S OFFICE.

We sincerely appreciate your cooperation and adherence to these simple rules for the beauty and safety of Edgemont and all of its residents and guests.

Thank you,

Board of Managers,
Edgemont at Tarrytown Condominiums



Garthchester Realty

How to Make Monthly Maintenance Payments:

(1) ACH, E-Check or Credit Card via our website:

Payments via the website - www.garthchesterrealty.com - will require you to register and setup an online user profile. You will need to input your **Resident Account Number**. *The statement sample below indicates how to locate your Resident Account Number.* (an administrative fee will be charged for credit card payments)

(2) Bill Pay Account via Your Bank:

Please note the bill payment service provided by your bank produces a manual check that is sent directly to NCB's lockbox at the address below. *Please initiate the payment 3-5 days prior to the due date to ensure the payment will be processed in a timely manner. Please indicate your Resident Account Number on the memo line (Ex. XX/XX).*

(3) Mail a Check payable to:

Name of Property
Garthchester Realty
PO Box 5089
White Plains, NY 10602-5089

SAMPLE STATEMENT & ACCOUNT etc.

BOB SMITH
123 MAIN STREET #1D
SCARSDALE, NY 10583



DATE	07/01/15
ACCOUNT NO.	XX/XX
AMOUNT DUE	\$654.87

Please Remit Payment To:

GARTHCHESTER REALTY
P.O. BOX 5089
WHITE PLAINS, NY 10602-5089

Make Check Payable To:

NAME OF PROPERTY

07130313104000000 0 090116 0065487 000 0

Please note with cut backs at the United States Postal Service (USPS) any payments sent after business hours on Friday or anytime during the weekend or holidays will not be picked up until the following business day. In addition any documents in transit may not be delivered during that same period. Payments by paper check or bill pay service may experience delayed arrival. Normal business days for USPS delivery are Monday through Friday except for Holidays. Banking and financial services provided by National Cooperative Bank, N.A. Member FDIC.



Receiving your monthly invoices **just got easier**



Register for eBills

Simplify your life... Go paperless

Receive your invoice online:

- View current invoices
- Review past invoices anytime
- Update your email

Register just once at: www.garthchesterrealty.com

1. Click on the 'Go Paperless and then Register' button.
2. Complete the registration form (you will need the WebReg# from your invoice).
3. Click the 'Create your account' button.
4. You will receive an email shortly thereafter requiring you to click on the 'Complete your activation' button to finish the process.

It couldn't be easier! Simply visit www.garthchesterrealty.com to register

* Registrations after the 18th of the month may take effect the following month

Disclosure of Information on Lead-Based Paint and/or Lead-Based Paint Hazards

Lead Warning Statement

Every purchaser of any interest in residential real property on which a residential dwelling was built prior to 1978 is notified that such property may present exposure to lead from lead-based paint that may place young children at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems, and impaired memory. Lead poisoning also poses a particular risk to pregnant women. The seller of any interest in residential real property is required to provide the buyer with any information on lead-based paint hazards from risk assessments or inspections in the seller's possession and notify the buyer of any known lead-based paint hazards. A risk assessment or inspection for possible lead-based paint hazards is recommended prior to purchase.

Seller's Disclosure

(a) Presence of lead-based paint and/or lead-based paint hazards (check (i) or (ii) below):

(i) _____ Known lead-based paint and/or lead-based paint hazards are present in the housing (explain).

(ii) _____ Seller has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.

(b) Records and reports available to the seller (check (i) or (ii) below):

(i) _____ Seller has provided the purchaser with all available records and reports pertaining to lead-based paint and/or lead-based paint hazards in the housing (list documents below).

(ii) _____ Seller has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.

Purchaser's Acknowledgment (initial)

(c) _____ Purchaser has received copies of all information listed above.

(d) _____ Purchaser has received the pamphlet *Protect Your Family from Lead in Your Home*.

(e) Purchaser has (check (i) or (ii) below):

(i) _____ received a 10-day opportunity (or mutually agreed upon period) to conduct a risk assessment or inspection for the presence of lead-based paint and/or lead-based paint hazards; or

(ii) _____ waived the opportunity to conduct a risk assessment or inspection for the presence of lead-based paint and/or lead-based paint hazards.

Agent's Acknowledgment (initial)

(f) _____ Agent has informed the seller of the seller's obligations under 42 U.S.C. 4852d and is aware of his/her responsibility to ensure compliance.

Certification of Accuracy

The following parties have reviewed the information above and certify, to the best of their knowledge, that the information they have provided is true and accurate.

_____	_____	_____	_____
Seller	Date	Seller	Date
_____	_____	_____	_____
Purchaser	Date	Purchaser	Date
_____	_____	_____	_____
Agent	Date	Agent	Date



Protect Your Family From Lead in Your Home



June 2017

Simple Steps to Protect Your Family from Lead Hazards

If you think your home has lead-based paint:

- Don't try to remove lead-based paint yourself.
- Always keep painted surfaces in good condition to minimize deterioration.
- Get your home checked for lead hazards. Find a certified inspector or risk assessor at epa.gov/lead.
- Talk to your landlord about fixing surfaces with peeling or chipping paint.
- Regularly clean floors, window sills, and other surfaces.
- Take precautions to avoid exposure to lead dust when remodeling.
- When renovating, repairing, or painting, hire only EPA- or state-approved Lead-Safe certified renovation firms.
- Before buying, renting, or renovating your home, have it checked for lead-based paint.
- Consult your health care provider about testing your children for lead. Your pediatrician can check for lead with a simple blood test.
- Wash children's hands, bottles, pacifiers, and toys often.
- Make sure children eat healthy, low-fat foods high in iron, calcium, and vitamin C.
- Remove shoes or wipe soil off shoes before entering your house.

1

Are You Planning to Buy or Rent a Home Built Before 1978?

Did you know that many homes built before 1978 have **lead-based paint**? Lead from paint, chips, and dust can pose serious health hazards.

Read this entire brochure to learn:

- How lead gets into the body
- How lead affects health
- What you can do to protect your family
- Where to go for more information

Before renting or buying a pre-1978 home or apartment, federal law requires:

- Sellers must disclose known information on lead-based paint or lead-based paint hazards before selling a house.
- Real estate sales contracts must include a specific warning statement about lead-based paint. Buyers have up to 10 days to check for lead.
- Landlords must disclose known information on lead-based paint and lead-based paint hazards before leases take effect. Leases must include a specific warning statement about lead-based paint.

If undertaking renovations, repairs, or painting (RRP) projects in your pre-1978 home or apartment:

- Read EPA's pamphlet, *The Lead-Safe Certified Guide to Renovate Right*, to learn about the lead-safe work practices that contractors are required to follow when working in your home (see page 12).



Lead Gets into the Body in Many Ways

Adults and children can get lead into their bodies if they:

- Breathe in lead dust (especially during activities such as renovations, repairs, or painting that disturb painted surfaces).
- Swallow lead dust that has settled on food, food preparation surfaces, and other places.
- Eat paint chips or soil that contains lead.

Lead is especially dangerous to children under the age of 6.

- At this age, children's brains and nervous systems are more sensitive to the damaging effects of lead.
- Children's growing bodies absorb more lead.
- Babies and young children often put their hands and other objects in their mouths. These objects can have lead dust on them.



Women of childbearing age should know that lead is dangerous to a developing fetus.

- Women with a high lead level in their system before or during pregnancy risk exposing the fetus to lead through the placenta during fetal development.

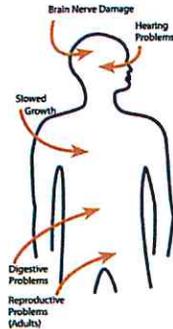
2

Health Effects of Lead

Lead affects the body in many ways. It is important to know that even exposure to low levels of lead can severely harm children.

In children, exposure to lead can cause:

- Nervous system and kidney damage
- Learning disabilities, attention-deficit disorder, and decreased intelligence
- Speech, language, and behavior problems
- Poor muscle coordination
- Decreased muscle and bone growth
- Hearing damage



While low-lead exposure is most common, exposure to high amounts of lead can have devastating effects on children, including seizures, unconsciousness, and in some cases, death.

Although children are especially susceptible to lead exposure, lead can be dangerous for adults, too.

In adults, exposure to lead can cause:

- Harm to a developing fetus
- Increased chance of high blood pressure during pregnancy
- Fertility problems (in men and women)
- High blood pressure
- Digestive problems
- Nerve disorders
- Memory and concentration problems
- Muscle and joint pain

Where Lead-Based Paint Is Found

In general, the older your home or childcare facility, the more likely it has lead-based paint.¹

Many homes, including private, federally-assisted, federally-owned housing, and childcare facilities built before 1978 have lead-based paint. In 1978, the federal government banned consumer uses of lead-containing paint.²

Learn how to determine if paint is lead-based paint on page 7.

Lead can be found:

- In homes and childcare facilities in the city, country, or suburbs,
- In private and public single-family homes and apartments,
- On surfaces inside and outside of the house, and
- In soil around a home. (Soil can pick up lead from exterior paint or other sources, such as past use of leaded gas in cars.)

Learn more about where lead is found at epa.gov/lead.

¹ "Lead-based paint" is currently defined by the federal government as paint with lead levels greater than or equal to 1.0 milligram per square centimeter (mg/cm), or more than 0.5% by weight.

² "Lead-containing paint" is currently defined by the federal government as lead in new dried paint in excess of 90 parts per million (ppm) by weight.

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5

Check Your Family for Lead

Get your children and home tested if you think your home has lead.

Children's blood lead levels tend to increase rapidly from 6 to 12 months of age, and tend to peak at 18 to 24 months of age.

Consult your doctor for advice on testing your children. A simple blood test can detect lead. Blood lead tests are usually recommended for:

- Children at ages 1 and 2
- Children or other family members who have been exposed to high levels of lead
- Children who should be tested under your state or local health screening plan

Your doctor can explain what the test results mean and if more testing will be needed.

Identifying Lead-Based Paint and Lead-Based Paint Hazards

Deteriorating lead-based paint (peeling, chipping, chalking, cracking, or damaged paint) is a hazard and needs immediate attention. **Lead-based paint** may also be a hazard when found on surfaces that children can chew or that get a lot of wear and tear, such as:

- On windows and window sills
- Doors and door frames
- Stairs, railings, banisters, and porches

Lead-based paint is usually not a hazard if it is in good condition and if it is not on an impact or friction surface like a window.

Lead dust can form when lead-based paint is scraped, sanded, or heated. Lead dust also forms when painted surfaces containing lead bump or rub together. Lead paint chips and dust can get on surfaces and objects that people touch. Settled lead dust can reenter the air when the home is vacuumed or swept, or when people walk through it. EPA currently defines the following levels of lead in dust as hazardous:

- 40 micrograms per square foot ($\mu\text{g}/\text{ft}^2$) and higher for floors, including carpeted floors
- 250 $\mu\text{g}/\text{ft}^2$ and higher for interior window sills

Lead in soil can be a hazard when children play in bare soil or when people bring soil into the house on their shoes. EPA currently defines the following levels of lead in soil as hazardous:

- 400 parts per million (ppm) and higher in play areas of bare soil
- 1,200 ppm (average) and higher in bare soil in the remainder of the yard

Remember, lead from paint chips—which you can see—and lead dust—which you may not be able to see—both can be hazards.

The only way to find out if paint, dust, or soil lead hazards exist is to test for them. The next page describes how to do this.

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Checking Your Home for Lead

You can get your home tested for lead in several different ways:

- A **lead-based paint inspection** tells you if your home has lead-based paint and where it is located. It won't tell you whether your home currently has lead hazards. A trained and certified testing professional, called a lead-based paint inspector, will conduct a paint inspection using methods, such as:
 - Portable x-ray fluorescence (XRF) machine
 - Lab tests of paint samples
- A **risk assessment** tells you if your home currently has any lead hazards from lead in paint, dust, or soil. It also tells you what actions to take to address any hazards. A trained and certified testing professional, called a risk assessor, will:
 - Sample paint that is deteriorated on doors, windows, floors, stairs, and walls
 - Sample dust near painted surfaces and sample bare soil in the yard
 - Get lab tests of paint, dust, and soil samples
- A **combination inspection and risk assessment** tells you if your home has any lead-based paint and if your home has any lead hazards, and where both are located.



Be sure to read the report provided to you after your inspection or risk assessment is completed, and ask questions about anything you do not understand.

What You Can Do Now to Protect Your Family

If you suspect that your house has lead-based paint hazards, you can take some immediate steps to reduce your family's risk:

- If you rent, notify your landlord of peeling or chipping paint.
- Keep painted surfaces clean and free of dust. Clean floors, window frames, window sills, and other surfaces weekly. Use a mop or sponge with warm water and a general all-purpose cleaner. (Remember: never mix ammonia and bleach products together because they can form a dangerous gas.)
- Carefully clean up paint chips immediately without creating dust.
- Thoroughly rinse sponges and mop heads often during cleaning of dirty or dusty areas, and again afterward.
- Wash your hands and your children's hands often, especially before they eat and before nap time and bed time.
- Keep play areas clean. Wash bottles, pacifiers, toys, and stuffed animals regularly.
- Keep children from chewing window sills or other painted surfaces, or eating soil.
- When renovating, repairing, or painting, hire only EPA- or state-approved Lead-Safe Certified renovation firms (see page 12).
- Clean or remove shoes before entering your home to avoid tracking in lead from soil.
- Make sure children eat nutritious, low-fat meals high in iron, and calcium, such as spinach and dairy products. Children with good diets absorb less lead.

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Checking Your Home for Lead, continued

In preparing for renovation, repair, or painting work in a pre-1978 home, Lead-Safe Certified renovators (see page 12) may:

- Take paint chip samples to determine if lead-based paint is present in the area planned for renovation and send them to an EPA-recognized lead lab for analysis. In housing receiving federal assistance, the person collecting these samples must be a certified lead-based paint inspector or risk assessor
- Use EPA-recognized tests kits to determine if lead-based paint is absent (but not in housing receiving federal assistance)
- Presume that lead-based paint is present and use lead-safe work practices

There are state and federal programs in place to ensure that testing is done safely, reliably, and effectively. Contact your state or local agency for more information, visit epa.gov/lead, or call **1-800-424-LEAD (5323)** for a list of contacts in your area.³

³ Hearing- or speech-challenged individuals may access this number through TTY by calling the Federal Relay Service at 1-800-877-8339.

Reducing Lead Hazards

Disturbing lead-based paint or removing lead improperly can increase the hazard to your family by spreading even more lead dust around the house.

- In addition to day-to-day cleaning and good nutrition, you can **temporarily** reduce lead-based paint hazards by taking actions, such as repairing damaged painted surfaces and planting grass to cover lead-contaminated soil. These actions are not permanent solutions and will need ongoing attention.
- You can minimize exposure to lead when renovating, repairing, or painting by hiring an EPA- or state-certified renovator who is trained in the use of lead-safe work practices. If you are a do-it-yourselfer, learn how to use lead-safe work practices in your home.
- To remove lead hazards permanently, you should hire a certified lead abatement contractor. Abatement (or permanent hazard elimination) methods include removing, sealing, or enclosing lead-based paint with special materials. Just painting over the hazard with regular paint is not permanent control.

Always use a certified contractor who is trained to address lead hazards safely.

- Hire a Lead-Safe Certified firm (see page 12) to perform renovation, repair, or painting (RRP) projects that disturb painted surfaces.
- To correct lead hazards permanently, hire a certified lead abatement professional. This will ensure your contractor knows how to work safely and has the proper equipment to clean up thoroughly.

Certified contractors will employ qualified workers and follow strict safety rules as set by their state or by the federal government.



Reducing Lead Hazards, continued

If your home has had lead abatement work done or if the housing is receiving federal assistance, once the work is completed, dust cleanup activities must be conducted until clearance testing indicates that lead dust levels are below the following levels:

- 40 micrograms per square foot ($\mu\text{g}/\text{ft}^2$) for floors, including carpeted floors
- 250 $\mu\text{g}/\text{ft}^2$ for interior windows sills
- 400 $\mu\text{g}/\text{ft}^2$ for window troughs

For help in locating certified lead abatement professionals in your area, call your state or local agency (see pages 14 and 15), or visit epa.gov/lead, or call 1-800-424-LEAD.

Other Sources of Lead

Lead in Drinking Water

The most common sources of lead in drinking water are lead pipes, faucets, and fixtures.

Lead pipes are more likely to be found in older cities and homes built before 1986.

You can't smell or taste lead in drinking water.

To find out for certain if you have lead in drinking water, have your water tested.

Remember older homes with a private well can also have plumbing materials that contain lead.

Important Steps You Can Take to Reduce Lead in Drinking Water

- Use only cold water for drinking, cooking and making baby formula. Remember, boiling water does not remove lead from water.
- Before drinking, flush your home's pipes by running the tap, taking a shower, doing laundry, or doing a load of dishes.
- Regularly clean your faucet's screen (also known as an aerator).
- If you use a filter certified to remove lead, don't forget to read the directions to learn when to change the cartridge. Using a filter after it has expired can make it less effective at removing lead.

Contact your water company to determine if the pipe that connects your home to the water main (called a service line) is made from lead. Your area's water company can also provide information about the lead levels in your system's drinking water.

For more information about lead in drinking water, please contact EPA's Safe Drinking Water Hotline at 1-800-426-4791. If you have other questions about lead poisoning prevention, call 1-800-424-LEAD.*

Call your local health department or water company to find out about testing your water, or visit epa.gov/safewater for EPA's lead in drinking water information. Some states or utilities offer programs to pay for water testing for residents. Contact your state or local water company to learn more.

13 *Hearing- or speech-challenged individuals may access this number through TTY by calling the Federal Relay Service at 1-800-877-8339.

Renovating, Repairing or Painting a Home with Lead-Based Paint

If you hire a contractor to conduct renovation, repair, or painting (RRP) projects in your pre-1978 home or childcare facility (such as pre-school and kindergarten), your contractor must:

- Be a Lead-Safe Certified firm approved by EPA or an EPA-authorized state program
- Use qualified trained individuals (Lead-Safe Certified renovators) who follow specific lead-safe work practices to prevent lead contamination
- Provide a copy of EPA's lead hazard information document, *The Lead-Safe Certified Guide to Renovate Right*



RRP contractors working in pre-1978 homes and childcare facilities must follow lead-safe work practices that:

- **Contain the work area.** The area must be contained so that dust and debris do not escape from the work area. Warning signs must be put up, and plastic or other impermeable material and tape must be used.
- **Avoid renovation methods that generate large amounts of lead-contaminated dust.** Some methods generate so much lead-contaminated dust that their use is prohibited. They are:
 - Open-flame burning or torching
 - Sanding, grinding, planing, needle gunning, or blasting with power tools and equipment not equipped with a shroud and HEPA vacuum attachment
 - Using a heat gun at temperatures greater than 1100°F
- **Clean up thoroughly.** The work area should be cleaned up daily. When all the work is done, the area must be cleaned up using special cleaning methods.
- **Dispose of waste properly.** Collect and seal waste in a heavy duty bag or sheeting. When transported, ensure that waste is contained to prevent release of dust and debris.

To learn more about EPA's requirements for RRP projects, visit epa.gov/getleadsafe, or read *The Lead-Safe Certified Guide to Renovate Right*.

Other Sources of Lead, continued

- **Lead smelters** or other industries that release lead into the air.
- **Your job.** If you work with lead, you could bring it home on your body or clothes. Shower and change clothes before coming home. Launder your work clothes separately from the rest of your family's clothes.
- **Hobbies** that use lead, such as making pottery or stained glass, or refinishing furniture. Call your local health department for information about hobbies that may use lead.
- **Old toys and furniture** may have been painted with lead-containing paint. Older toys and other children's products may have parts that contain lead.*
- Food and liquids cooked or stored in **lead crystal** or **lead-glazed pottery or porcelain** may contain lead.
- Folk remedies, such as "**greta**" and "**azarcon**," used to treat an upset stomach.

* In 1978, the federal government banned toys, other children's products, and furniture with lead-containing paint. In 2008, the federal government banned lead in most children's products. The federal government currently bans lead in excess of 100 ppm by weight in most children's products.

For More Information

The National Lead Information Center

Learn how to protect children from lead poisoning and get other information about lead hazards on the Web at epa.gov/lead and hud.gov/lead, or call **1-800-424-LEAD (5323)**.

EPA's Safe Drinking Water Hotline

For information about lead in drinking water, call **1-800-426-4791**, or visit epa.gov/safewater for information about lead in drinking water.

Consumer Product Safety Commission (CPSC) Hotline

For information on lead in toys and other consumer products, or to report an unsafe consumer product or a product-related injury, call **1-800-638-2772**, or visit CPSC's website at cpsc.gov or saferproducts.gov.

State and Local Health and Environmental Agencies

Some states, tribes, and cities have their own rules related to lead-based paint. Check with your local agency to see which laws apply to you. Most agencies can also provide information on finding a lead abatement firm in your area, and on possible sources of financial aid for reducing lead hazards. Receive up-to-date address and phone information for your state or local contacts on the Web at epa.gov/lead, or contact the National Lead Information Center at **1-800-424-LEAD**.

Hearing- or speech-challenged individuals may access any of the phone numbers in this brochure through TTY by calling the toll-free Federal Relay Service at **1-800-877-8339**.

Consumer Product Safety Commission (CPSC)

The CPSC protects the public against unreasonable risk of injury from consumer products through education, safety standards activities, and enforcement. Contact CPSC for further information regarding consumer product safety and regulations.

CPSC

4330 East West Highway
Bethesda, MD 20814-4421
1-800-638-2772
cpsc.gov or saferproducts.gov

U. S. Department of Housing and Urban Development (HUD)

HUD's mission is to create strong, sustainable, inclusive communities and quality affordable homes for all. Contact HUD's Office of Healthy Homes and Lead Hazard Control for further information regarding the Lead Safe Housing Rule, which protects families in pre-1978 assisted housing, and for the lead hazard control and research grant programs.

HUD

451 Seventh Street, SW, Room 8236
Washington, DC 20410-3000
(202) 402-7698
hud.gov/offices/lead/

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U.S. EPA Washington DC 20460
U.S. CPSC Bethesda MD 20814
U.S. HUD Washington DC 20410

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U. S. Environmental Protection Agency (EPA) Regional Offices

The mission of EPA is to protect human health and the environment. Your Regional EPA Office can provide further information regarding regulations and lead protection programs.

Region 1 (Connecticut, Massachusetts, Maine, New Hampshire, Rhode Island, Vermont)

Regional Lead Contact
U.S. EPA Region 1
5 Post Office Square, Suite 100, OES 05-4
Boston, MA 02109-3912
(888) 372-7341

Region 2 (New Jersey, New York, Puerto Rico, Virgin Islands)

Regional Lead Contact
U.S. EPA Region 2
2890 Woodbridge Avenue
Building 205, Mail Stop 225
Edison, NJ 08837-3679
(732) 321-6671

Region 3 (Delaware, Maryland, Pennsylvania, Virginia, DC, West Virginia)

Regional Lead Contact
U.S. EPA Region 3
1650 Arch Street
Philadelphia, PA 19103
(215) 814-2088

Region 4 (Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee)

Regional Lead Contact
U.S. EPA Region 4
AFC Tower, 12th Floor, Air, Pesticides & Toxics
61 Forsyth Street, SW
Atlanta, GA 30303
(404) 562-8998

Region 5 (Illinois, Indiana, Michigan, Minnesota, Ohio, Wisconsin)

Regional Lead Contact
U.S. EPA Region 5 (DT-8J)
77 West Jackson Boulevard
Chicago, IL 60604-3666
(312) 886-7836

Region 6 (Arkansas, Louisiana, New Mexico, Oklahoma, Texas, and 66 Tribes)

Regional Lead Contact
U.S. EPA Region 6
1445 Ross Avenue, 12th Floor
Dallas, TX 75202-2733
(214) 665-2704

Region 7 (Iowa, Kansas, Missouri, Nebraska)

Regional Lead Contact
U.S. EPA Region 7
11201 Renner Blvd.
WWPD/TOPE
Lenexa, KS 66219
(800) 223-0425

Region 8 (Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming)

Regional Lead Contact
U.S. EPA Region 8
1595 Wynkoop St.
Denver, CO 80202
(303) 312-6966

Region 9 (Arizona, California, Hawaii, Nevada)

Regional Lead Contact
U.S. EPA Region 9 (CMD-4-2)
75 Hawthorne Street
San Francisco, CA 94105
(415) 947-4280

Region 10 (Alaska, Idaho, Oregon, Washington)

Regional Lead Contact
U.S. EPA Region 10
Solid Waste & Toxics Unit (WCM-128)
1200 Sixth Avenue, Suite 900
Seattle, WA 98101
(206) 553-1200

IMPORTANT!

Lead From Paint, Dust, and Soil in and Around Your Home Can Be Dangerous if Not Managed Properly

- Children under 6 years old are most at risk for lead poisoning in your home.
- Lead exposure can harm young children and babies even before they are born.
- Homes, schools, and child care facilities built before 1978 are likely to contain lead-based paint.
- Even children who seem healthy may have dangerous levels of lead in their bodies.
- Disturbing surfaces with lead-based paint or removing lead-based paint improperly can increase the danger to your family.
- People can get lead into their bodies by breathing or swallowing lead dust, or by eating soil or paint chips containing lead.
- People have many options for reducing lead hazards. Generally, lead-based paint that is in good condition is not a hazard (see page 10).



Building Standards
and Codes

Fire Prevention
and Control

New NYS Law Requires Smoke Alarm Upgrades by April 1, 2019

Effective April 1, 2019, a new NY State law requires all **NEW** or **REPLACEMENT** smoke alarms in New York State to be powered by a 10-year, sealed, non-removable battery, or hardwired to the home.



This does not affect your currently installed smoke alarms

You don't need to replace alarms that are currently in your home or apartment - but any that you replace need to be 10-year battery powered or hardwired.

Important to note, smoke alarms have an estimated life of around 10 years before they become unreliable.

Breakdown of the new smoke alarm requirements

According to NYS Law 399-ccc: "It shall be unlawful for any person or entity to distribute, sell, offer for sale, or import any battery operated smoke detecting alarm device powered by a replaceable or removable battery not capable of powering such device for a minimum of ten years."

Homeowners and landlords must upgrade their smoke alarms before selling or renting homes and apartments in New York State.

While these 10-year smoke alarms have a larger upfront cost than traditional alarms powered by replaceable batteries (approximately \$20 per unit) the lack

of yearly battery changes makes them cheaper over the life of the device.

As with ALL smoke alarms,manufacturesrecommends that the 10-year sealed smoke alarms still be tested at least twice each year using the button on the front of the unit to ensure they are working properly.

Some Frequently Asked Questions:

Do I need to replace the alarms I have installed already?

You are NOT required to immediately replace your current smoke detectors, but any that are replaced or added after April 1st are required to be 10-year battery powered or hardwired. After this date, traditional removable battery smoke alarms will be unavailable for purchase in NY State.

Are they more expensive than non-sealed alarms?

Up front? Yes. In the long term? No. Most 10-year sealed smoke alarms range in price from roughly \$20-\$30, making their initial investment higher than a non-sealed alarm, but non-sealed alarms require annual battery changes. The cost of these replacement batteries average \$38 over their 10-year life span, meaning they ultimately cost more than the sealed version.

Do they really last 10 years?

Yes, they do, the sealed lithium battery (included) will never have to be replaced throughout the life of the alarm, giving you a decade of peace of mind even in the event of a power outage

Will I activate the alarm when I'm cooking something?

No. There are 10-year sealed alarms specifically designed for the kitchen with

advanced sensors that can tell the difference between cooking smoke and real fire.

Why did the law change to require these upgrades?

The dangerous habit of disabling or removing smoke detectors after an accidental alarm while cooking is a major part of why this new legislation went into effect, so alarm manufacturers considered this issue in the design of 10-year sealed alarms. You are very likely to experience less nuisance alarms than you did with your traditional battery alarm.

Are 10-year sealed smoke alarms better than hard-wired smoke alarms?

There are advantages to both systems. Hard-wired smoke alarms tie into your home's wiring and require professional installation, but generally do not require battery changes unless they feature a backup battery. 10-year sealed battery-only alarms are simple to install, and they work during a power failure. All smoke alarms have a life span of 10 years, sealed or non-sealed, and should be tested on a regular basis. When the battery wears out in a 10-year sealed alarm, the entire unit must be replaced, which helps prevent outdated units from staying in operation.

What about landlords and their rental properties?

10-year sealed alarms offer security and convenience to landlords, who are legally required by New York State to provide smoke detectors in their rental properties. The tamper-proof design of these alarms prevents tenants from removing the batteries due to nuisance alarms, or to use the batteries for another purpose. The 10-year lifespan of these lithium batteries means fewer changes and fewer equipment updates. Overall, there is a lesser chance of equipment failure in the event of a fire