

LEAD-BASED PAINT AFFIDAVIT OF COMPLIANCE

(AF-3)

VIOLATIONS CORRECTED PRIOR TO AUGUST 1, 2004

Property owners must submit this affidavit (AF-3) with the documentation required by the affidavit for the violations under the following conditions only if:

- ✓ You have documented proof that lead-based paint work in response to the violation was completed prior to August 1, 2004. NOTE: If the work was completed AFTER August 1, 2004, you must use Form AF-5. (This form can only be used for violation order numbers 555, 610, 611 AND 612).
- ✓ HPD did not observe the lead-based paint condition to exist after the date indicated on your documentation as work completed.

Overdue LEAD-BASED PAINT HAZARD VIOLATIONS on record with the Department of Housing Preservation and Development (HPD) can be dismissed **ONLY IF**

- ✓ HPD has inspected and found the work properly completed. You can check HPD's website at www.nyc.gov/hpd and use HPDONLINE from the home page to determine if HPD has already inspected.
 - If the violation has **not** already been observed corrected by, a properly completed Dismissal Request form with the appropriate fee must also be submitted to HPD. You can obtain a Dismissal Request form at www.nyc.gov/hpd.
- ✓ The appropriate additional documentation regarding the work methods and cleanup process is submitted. The documentation must reflect that the work was properly completed. If you have any questions, you may speak with the Public Interviewer at a Code Enforcement Borough Office, call the Lead Hotline at (212) 863-6458, or visit the HPD website at NYC.gov/hpd.

To properly complete this affidavit:

- The validly registered owner or agent must complete the form. (See www.nyc.gov/hpd for information about Property Registration.)
- Indicate one or multiple violation sequence numbers for violations corrected and tested at the same time within a single apartment.
- Attach the following documents:
 - A copy of the State-certified laboratory analysis of all surface dust samples taken (www.hud.gov provides a list of certified laboratories) which indicates the method of analysis and preparation of the samples.
 - A copy of the Certificate of Training of the individual who took surface dust samples. The Certificate of Training must be valid for the period when the test was taken.
- Sign in front of a notary public
- Submit to an HPD Borough Office (see next page for addresses) with or without a Dismissal Request form. Again, properly completed Dismissal Requests (with the appropriate fee) are required if HPD has not already inspected the condition and found that the condition no longer exists.

Borough	Address	Telephone Number	Hours
Manhattan	94 Old Broadway, 7th Floor New York, NY 10027	(212) 234-2541	M-F 9am-4pm
Bronx	1932 Arthur Avenue, 3rd Floor Bronx, NY 10457	(718) 579-6790	M-F 9am-4pm
Brooklyn	701 Euclid Avenue Brooklyn, NY 11208	(718) 827-1942	M-F 9am-4pm
Brooklyn	210 Joralemon Street, Room 806 Brooklyn, NY 11201	(718) 802-3662	M-F 9am-4pm
Queens	120-55 Queens Boulevard Kew Gardens, NY 11424	(718) 286-0800	M-F 9am-4pm
Staten Island	Staten Island Borough Hall Staten Island, NY 10301	(718) 816-2340	M-F 9am-4pm



AFFIDAVIT OF COMPLIANCE (AF-3)

LEAD-BASED PAINT HAZARD VIOLATIONS - WORK COMPLETED PRIOR TO AUGUST 1, 2004

Violation Number(s): _____
Apt # _____

State of New York }
 }ss:
County of _____}

I, _____, swear or affirm under penalty of perjury as follows:
(type or print name)

1) That I am over twenty-one years of age and am the registered owner and /or managing agent of the subject premises,

(type or print entire building address, including borough)

Property Registration number _____;

2) That I have read HPD's "Guide to Local Law 1 of 2004 Work Practices" and am aware of the work practices required to correct lead-based paint hazards safely and in accordance with the law;

- 3) (check a or b)
a) _____ That the violation(s) was issued prior to the current ownership and that I have physically observed the location cited in the violation(s) and have found that the condition does not currently exist; OR
b) _____ That I corrected or caused the correction of the above-referenced violation(s) in accordance with the required work practices prior to August 1, 2004.

AND

4) That I have caused a lead-contaminated dust clearance test ("clearance test") to be performed by an independent third party on _____ (date), _____ (year), and I have attached to this form
a) the results of the lead-contaminated dust clearance test, AND
b) a copy of the current Certificate of Training for the person who performed the lead-contaminated dust clearance test.

Sworn to before me this
day of _____

Signature

Notary Public

