

# FORM 3 – Notice to Owner for Renovation in Common Areas of Multi-Family Housing

Notification Prior to Renovation, Remodeling, or Repainting

Check One:      Non-emergency renovation, remodeling, repainting  
                    Emergency renovation, remodeling, repainting

Address: \_\_\_\_\_ Year Built: \_\_\_\_\_

General Nature of Work: Weatherization Location of Work: \_\_\_\_\_

Expected Start Date: \_\_\_\_\_ Expected Completion Date: \_\_\_\_\_

I have received the pamphlet entitled **Lead Poisoning: How to Protect Iowa Families** or **Renovate Right** and am aware of the potential health risk associated with remodeling, renovation or repainting housing containing lead-based paint or lead-based paint hazards. I received the pamphlet before the work began.

\_\_\_\_\_  
Printed Name of Owner

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Contractor

\_\_\_\_\_  
Signature of Contractor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contractor Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Phone

## Note Regarding Certificate of Mailing Option

As an alternative to delivery in person, you may mail the pamphlet to the owner and/or tenant via CERTIFIED mail with return receipt or its equivalent at least 7 days before the work begins. In case of emergency renovation, remodeling and repainting, mail the pamphlet to the owner and/or tenant via certified mail with return receipt or its equivalent as soon as possible after the work begins.

On \_\_\_\_\_, I sent the pamphlet to the owner and/or tenant by \_\_\_\_\_.  
Attach receipt for certified mail or its equivalent.

\_\_\_\_\_  
Printed Name of Contractor

\_\_\_\_\_  
Signature of Contractor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contractor Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Phone