

Dear Property Owner,

This letter explains when a rental unit may be exempt from lead hazard inspections under the New York State Rental Registry Program and what documentation is required to qualify for those exemptions.

Owner-Occupied Exemptions

Under the NYS Rental Registry Program properties occupied by the owner or the owner's immediate family (child, sibling, or parent) may qualify for an exemption from inspections and the Lead Safety Certificate but must still be registered.

To receive this exemption, you must submit:

- A signed Owner and Family Occupied Unit Attestation (DOH-5842) - attached
- Proof of residency for the owner or family occupant, such as:
 - Government-issued ID
 - Utility bill or credit card statement dated within the last 6 months
 - Tax records
 - Other verifiable documents accepted at the discretion of the LHD-DR

These documents must be submitted every three years. Failure to submit them will invalidate the exemption.

Units used by the owner or immediate family—but not their primary residence—may also qualify if they are not available for rent or lease (e.g., storage units, additional space for pets, or occupying multiple units in a building). These cases require the DOH-5842 form every three years, and additional documentation or photos may be requested. DCDOH may verify these exemptions through a field visit.

Permanent Exemptions

A unit or property may receive a permanent exemption from inspections and the Lead Safety Certificate if:

1. Lead-Free Determination

A full surface-by-surface inspection by an EPA-certified Lead Inspector/Risk Assessor confirms no lead-based paint. Required documentation:

- Full inspection report
- DCDOH verification visit

2. **Full Lead Abatement**

All lead-based paint has been removed or replaced. Required documentation:

- Full abatement report
- Clearance report showing dust wipe sample results
- DCDOH verification visit

For information about the Lead Rental Registry, visit

https://www.health.ny.gov/environmental/lead/lead_rental_registry/.

You can email the completed attestation form and supporting documentation to rentalregistry@dutchessny.gov or mail it to:

Rental Registry Program
C/O Zen Herter
85 Civic Center Plaza
Suite 106
Poughkeepsie, NY 12601