

Maine State Housing Authority (MaineHousing)  
LEAD HAZARD REDUCTION DEMONSTRATION GRANT PROGRAM

**PRE CONSTRUCTION CONFERENCE REPORT**

**APPLICANT (OWNER):**

\_\_\_\_\_  
Company Name (if applicable)

\_\_\_\_\_  
First Name      MI      Last Name

**PROPERTY:**

\_\_\_\_\_  
Property Street

\_\_\_\_\_  
Property City                  Property State      Property Zip

**CONTRACTOR:**

\_\_\_\_\_  
Contractor Name

**CO-APPLICANT (CO-OWNER):**

\_\_\_\_\_  
Company Name (if applicable)

\_\_\_\_\_  
First Name      MI      Last Name

**COMMUNITY ACTION AGENCY (CAA):**

\_\_\_\_\_  
CAA Name

**CAA Technician:**

Technician Name: \_\_\_\_\_

Technician Telephone: \_\_\_\_\_

Technician Email: \_\_\_\_\_

I (We), the undersigned have, on this date, participated in a pre-construction conference prior to the signing of a Contract for my (our) above-referenced Property. I (We) acknowledge that I (we) understand the terms of the Contract, the project design specifications explaining the scope work to be performed by the Contractor, the role of the CAA, and our responsibilities during the construction phase. I (we) have been given adequate explanations to our questions, if any, and are aware that assistance will be provided by the CAA administrator or Lead Hazard Reduction Demonstration Grant Program ("Program") staff as requested. I (We) further understand and acknowledge that the Program assumes no responsibilities for the work performed and does not warrant any work performed.

**HUD 24 CRF Part 35:** I (we) further certify that I (we) have been made aware of the dangers of lead based paint, and have received a copy of Protect Your Family From Lead in Your Home pamphlet. I (we) understand that we will be required to be relocated until all work is complete and dust wipe clearances are achieved. I (we) understand that we may not return or enter the work area until notified by the CAA Administrator.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Co- Owner

\_\_\_\_\_  
Date

Building Permit required     Yes     No    If yes copy must be placed in project file. If No, explain how you know that a permit is not required:

\_\_\_\_\_  
I, the undersigned, hereby certify that the pre-construction conference was held on this date between the homeowner(s,) CAA Administrator, contractor(s), and myself. I understand and agree that the work performed must meet the standards required by the Maine Department of Environmental Protection and the Lead Hazard Control Program as established by the job specifications.

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

\_\_\_\_\_  
Date

I, the undersigned, hereby certify that I participated in a pre-construction conference on this date.

\_\_\_\_\_  
Signature of CAA Representative

\_\_\_\_\_  
Date