



# SYRACUSE LEAD PROGRAM APPLICANT CHECKLIST

CITY OF SYRACUSE, MAYOR BEN WALSH

## START HERE

Thank you for your interest in the lead hazard reduction program! Please see the checklist below for required documents before getting started on your application. Include copies of all applicable documents listed on the checklist. Incomplete applications will be returned. Questions? Please call (315) 448-8710

CHECKLIST		
<input type="checkbox"/>	Proof of Ownership	Copy of the deed
<input type="checkbox"/>	Proof of Homeowner's Insurance	Copy of insurance policy declarations covering residence
<input type="checkbox"/>	Proof that your mortgage(s) is/are current/up-to-date	Most recent monthly statement(s) or if you do not receive a monthly statement, a statement on bank letterhead stating the mortgage is current/up-to-date.
<input type="checkbox"/>	Proof of value of assets for each adult family member <b>Do not include your residence, car or other items of personal property.</b>	Including but not limited to savings accounts, stocks, bonds, retirement, real estate, or other investments.
<input type="checkbox"/>	Proof of enrolled student status	Only required for household members over the age of 18
<input type="checkbox"/>	Copy of government issued photo ID for applicant.	
<input type="checkbox"/>	If a child under age six resides in the property, please provide results of blood lead level test no less than three months old. <b>Need your child tested? Call your doctor or the Onondaga County Health Department Lead Control Program at 435-3271.</b>	
<input type="checkbox"/>	Proof of current income from all applicable sources for each household member, except minors and full-time students, in the last 8 weeks (as applicable): <ul style="list-style-type: none"><li>○ Social Security, SSI, pension(s) or other retirement income - a statement showing the current gross amount received (COLA letter or Proof of Income Statement for Social Security recipients) .</li><li>○ Income Tax Form - copy of most recent Federal 1040 forms.</li><li>○ Interest or dividend statements.</li><li>○ Copy of a current checking and/or savings account statement.</li><li>○ Business Income - Federal 1040, Schedule C.</li><li>○ Rental income - rent/room &amp; board receipts or Federal 1040, Schedule E.</li><li>○ Unemployment, disability, or other compensation benefits - award letter or other statement stating the gross amount of your benefit.</li><li>○ Public Assistance - copy of budget sheet.</li><li>○ Alimony or child support - copy of court decree/order or statement from Child Support Services office</li></ul>	

Complete the online application: <https://forms.gle/bqyRoCkh9f6Xnt4J6> or print and return to:

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[www.syrqov.net/lead](http://www.syrqov.net/lead)