

# Georgia Department of Natural Resources

Environmental Protection Division  
Land Protection Branch  
Lead-Based Paint & Asbestos Program  
4244 International Parkway, Suite 104, Atlanta, Georgia 30354  
Noel Holcomb, Commissioner  
Carol A. Couch, Ph.D., Director  
404/363-7026

March 31, 2006

## MEMORANDUM

TO: Regulated Lead-Based Paint Abatement Community

FROM: Robert M. Gwin, Program Manager I

SUBJECT: Submittal of Applications for Lead Certifications, Lead Accreditations, and Notices to Proceed

### EXTREMELY IMPORTANT UPDATE!

Effective immediately, EPD's Lead-Based Paint Program is making changes to how Lead Fee payments and documents are received. No hand delivered items with fee payments will be accepted. These documents must be mailed to the address given below.

As of April 24, 2006, EPD's Lead-Based Paint Program will no longer accept direct-mailed applications at the Tradeport offices at 4244 International Parkway for:

- Individual Certifications
- Lead Firm Licenses
- Notices to Proceed
- Training Provider Accreditations

Applications and fee payments, via checks and/or money orders, (**DO NOT SEND CASH**), made payable to **EPD-Lead Fees** for the items listed above **must** be sent to the lead fee lockbox at the following address:

**EPD Lead Fees**  
**Post Office Box 101896**  
**Atlanta, Georgia 30392**

Please submit a separate check or money order for each application submitted. A check or money order submitted for more than one application will be returned to the applicant.

Please **do not** mail any application bearing fees to the EPD office at 4244 International Parkway. After April 24, 2006, any application received at the EPD office that contains fees will be rejected and returned to you without being processed.

New application forms with the correct mailing address are enclosed. Please make copies of these original forms and retain for later use. Don't forget to discard forms with the old address.

Thank you for your prompt compliance with this request.