



# Lead User Guide: Application for Firm Certification



Updated 05/09/2022

# Firm Public Site

<https://www.epa.gov/lead/getcertified>



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## Lead

Lead Home

Learn About Lead

Protect Your Family

Renovation, Repair and Painting Program

Evaluating & Eliminating Lead-Based Paint Hazards

Real Estate Disclosure

Science and Technology

Lead Laws and Regulations

En Español: Plomo

## Apply For or Update Your Renovation Firm's Lead-Safe Certification Today!

It's easy for renovation firms to apply for EPA's lead-safe certification, renew their certification or provide information updates. Applications are done online and certificates are emailed in a couple of weeks. Please add [lead.paint@epa.gov](mailto:lead.paint@epa.gov) to your contacts to ensure delivery of your certificate!



Apply Now

Before you proceed please be aware:

- EPA certification does not apply in [Alabama](#), [Delaware](#), [Georgia](#), [Iowa](#), [Kansas](#), [Massachusetts](#), [Mississippi](#), [North Carolina](#), [Oklahoma](#), [Oregon](#), [Rhode Island](#), [Utah](#), [Washington](#), and [Wisconsin](#), or in the [Bois Forte Tribe](#). If you work in one of these areas you must apply directly to that program.
- [All of your employees must be trained](#), and a "Certified Renovator" must be assigned to each job.
- Your certificate and customized logo are also sent to your [CDX inbox](#), so if you don't see the approval in your email check there. Just keep in mind it may take a week or two for the application to be approved.
- [Learn more about EPA's Renovation, Repair and Painting Program requirements.](#)

**APPLY NOW!**

# Firm Search



## Lead

- Lead Home
- Learn About Lead
- Protect Your Family
- Renovation, Repair and Painting Program
- Evaluating & Eliminating Lead-Based Paint Hazards
- Real Estate Disclosure
- Science and Technology
- Lead Laws and Regulations
- En Español: Plomo

## Lead Renovation/Abatement Firm Certification Application or Update

With this application you can apply for certification/recertification of a lead renovation or abatement firm, you can also update your firm's information, or request a certificate replacement. To get started, enter your firm's information in the search below. If your firm is not listed, please scroll to the end of the list and follow the link "Begin application to certify new firm".

### Search Firms

To determine if your firm has or ever had an EPA Lead firm certificate, please provide the following search criteria:

<b>Firm Name: (required)</b> <i>Example: Widget Painting</i>	<input type="text" value="Firm Name"/>	
<b>Firm Phone Number: (required)</b> <i>Example: (919) 555-1212</i>	<input type="text" value="Phone Number"/>	
<b>Firm Address: (required)</b> <i>Example: 123 Main Street</i>	<input type="text" value="Street Address"/>	
<b>City, State, Zip Code:</b> <i>Example: Durham, NC, 27513</i>	<input type="text" value="City"/> <input type="text" value="State"/> <input type="text" value="Zip"/>	
<b>Certificate:</b> <i>Example: NAT-F111111-1</i>	<input type="text" value="Certificate Number"/>	

# Firm Search – Certify a New Firm

## Search Firms

To determine if your firm has or ever had an EPA Lead firm certificate, please provide the following search criteria:

**Firm Name: (required)**

*Example: Widget Painting*



**Firm Phone Number: (required)**

*Example: (919) 555-1212*



**Firm Address: (required)**

*Example: 123 Main Street*



**City, State, Zip Code:**

*Example: Durham, NC, 27513*



**Certificate:**

*Example: NAT-F111111-1*



Search

No results were found. Refine your search above. **If you believe your firm has a current or pending certification do not submit another application for certification. Please contact the NLIC at 1-800-424-LEAD [5323] for further help.**

[Begin application to certify a 'New Firm'](#)

# Firm Certification Options

Renovation/Abatement Firm Options

Please select from the following options:

**Certification:**

- New Renovation firm (\$300 for 5-year certification)
- New Abatement firm (\$550 for 3-year certification)
- New Combination firm (\$550 for both RRP and Abatement certification)

Please note: Renovation firms are not typically involved in abatement; such activities require additional training, certification of all employees, and specific work practice standards. [Click here](#) for more information.

Cancel Continue

EPA's full refund policy can be found at <https://www.epa.gov/lead/epa-certification-program-fees-renovation-firms-and-abatement-firms>.

# Firm Search Results

Showing 1 to 4 of 4 entries

Firm Name	Phone Number	Firm Address	Certification Number	Expires	Best Match	
CGI FEDERAL	(504) 613-8172	12601 FAIR LAKES CIRCLE, Suite 535-D FAIRFAX, VA 22033	NAT-F178011-1	07/13/2022		<a href="#">Open</a>
CGI FEDERAL TEST 2	0 -	,	LBP-F164521-2 LBP-F164521-3	07/24/2020 07/24/2020		<a href="#">Open</a>
CGI Federal	(888) 888-8888	100 Aaron Dr, 5555555 Lafayette, LA 77777	AZ-F10 FL-F10 NAT-F			
CGI Federal	(888) 888-8888	100 Aaron Dr, 5555555 Lafayette, LA 77777	LBP-F1 NAT-F			

First Previous

Filter results by:

[Refine Search](#)

Can't find your firm? Filter your results above. **If you have a current certification, do not submit another application for certification. Call 1-800-424-LEAD [5323] for assistance.**

[Begin application to certify](#)

### Renovation/Abatement Firm Options

Please select from the following options:

- Certification:**
  - Recertify Renovation firm (\$300 for 5-year certification)
  - Add Abatement firm (\$550 for 3-year certification)
- Other:**
  - Update firm information
  - Replace lost/misplaced certificate(s) (\$15 per certificate)

**Please note: Renovation firms are not typically involved in abatement; such activities require additional training, certification of all employees, and specific work practice standards. [Click here](#) for more information.**

# New Certification – CDX Register/Log In Page



EPA United States Environmental Protection Agency

[Home](#) [Help](#)

[Contact Us](#)

**Completion Checklist**

- User Information
- Firm Information
- Signature and Payment

New to CDX?	Already Registered?
Are you a new user to the system, and would you like to create an account? <a href="#">Register</a>	Do you have an existing Central Data Exchange account? User ID <input type="text"/> Password <input type="password"/> <a href="#">Log In to CDX</a> <a href="#">Forgot your Password?</a>   <a href="#">Forgot your User ID?</a>   <a href="#">Help</a> <b>Accessing an account that is not yours is a federal offense.</b>

# State/Territory Selection



The screenshot shows the EPA CDX registration interface. At the top left is the EPA logo and 'United States Environmental Protection Agency'. Below it are 'Home' and 'Help' links. The CDX logo is in the top right, with a 'Contact Us' link. A 'Completion Checklist' on the left includes 'User Information', 'Firm Information', and 'Signature and Payment'. The main form is titled 'Registration Information' and has a sub-section 'User Information' with the instruction: 'Please enter your full legal name. This will be used for identity proofing. You may not register or sign an agreement for someone else under penalty of law.' A pop-up window is overlaid on the form, containing the text: 'Please select all states/territories where your firm does Renovation business. \*' and a text input field. Below the input field is a green 'Submit' button. The background form also shows a 'Phone \*' field and an 'Account Information' section with fields for 'User Id \*', 'User Password \*', and 'Re-type Password \*'.

To determine whether to apply to EPA and/or state, tribe or territory, refer to <https://www.epa.gov/lead/renovation-repair-and-painting-program-firm-certification#1> for Renovation (RRP), and/or <https://www.epa.gov/lead/lead-based-paint-abatement-and-evaluation-program-firm-certification#1> for Abatement.

# State/Territory Selection



Your EPA certification will allow your firm to perform Renovation work in all of the selected jurisdictions. Should any of these become authorized in the future, you may need to apply to that jurisdiction at that time.

[Continue](#)

[Associate a new firm with your account](#)

# State/Territory Selection – EPA-Authorized States



Some of the jurisdictions below are authorized by EPA to issue RRP (Renovation) certificates. Follow the links provided below to obtain your certificate from these jurisdictions.

[Certify for RRP in Massachusetts](#)

[Certify for RRP in Rhode Island](#)

Continue

Some of the jurisdictions below are authorized by EPA to issue Abatement certificates. Follow the links provided below to obtain your certificate from these jurisdictions.

[Certify for Abatement in Maryland](#)

[Certify for Abatement in Virginia](#)

Continue

# Registration Information Page – New CDX Account



EPA United States Environmental Protection Agency

Home Help

CDX [Contact Us](#)

Completion Checklist

- User Information
- Firm Information
- Signature and Payment

### Registration Information

#### User Information

Please enter your full legal name. This will be used for [identity proofing](#). You may not register or sign an agreement for someone else under penalty of law.

Name Title \*

Full Name \*

Job Title \*

Phone \*

#### Account Information

You may use your email address or another unique identifier.

User Id \*

User Password \*

Re-type Password \*

Security Question 1 \*

Security Answer 1 \*

Security Question 2 \*

Security Answer 2 \*

Security Question 3 \*

Security Answer 3 \*

I am the registrant and sole user of this account. I agree that I will not share my account or access information with anyone per acceptance of the [Terms and Conditions](#).

# User/Firm Information Page – Existing CDX Account



EPA United States Environmental Protection Agency

Home Help

CDX [Contact Us](#)  
Logged in as CPSURBANO ([Log out](#))

**Completion Checklist**

- User/Firm Information
- Signature and Payment

### User Information

Full Name: Paige Urbano

Job Title \*

Phone Number \*

### Firm Information

Select a firm currently associated with your account  
 Associate a new firm with your account

Select a firm already associated with your account from the dropdown list.

Is your firm's mailing address different than above?  
 Yes  No

Does the firm have any past, present, or pending lead-based paint activity violations of EPA, state, U.S. territory, or Indian tribal land regulations?  
 Yes  No

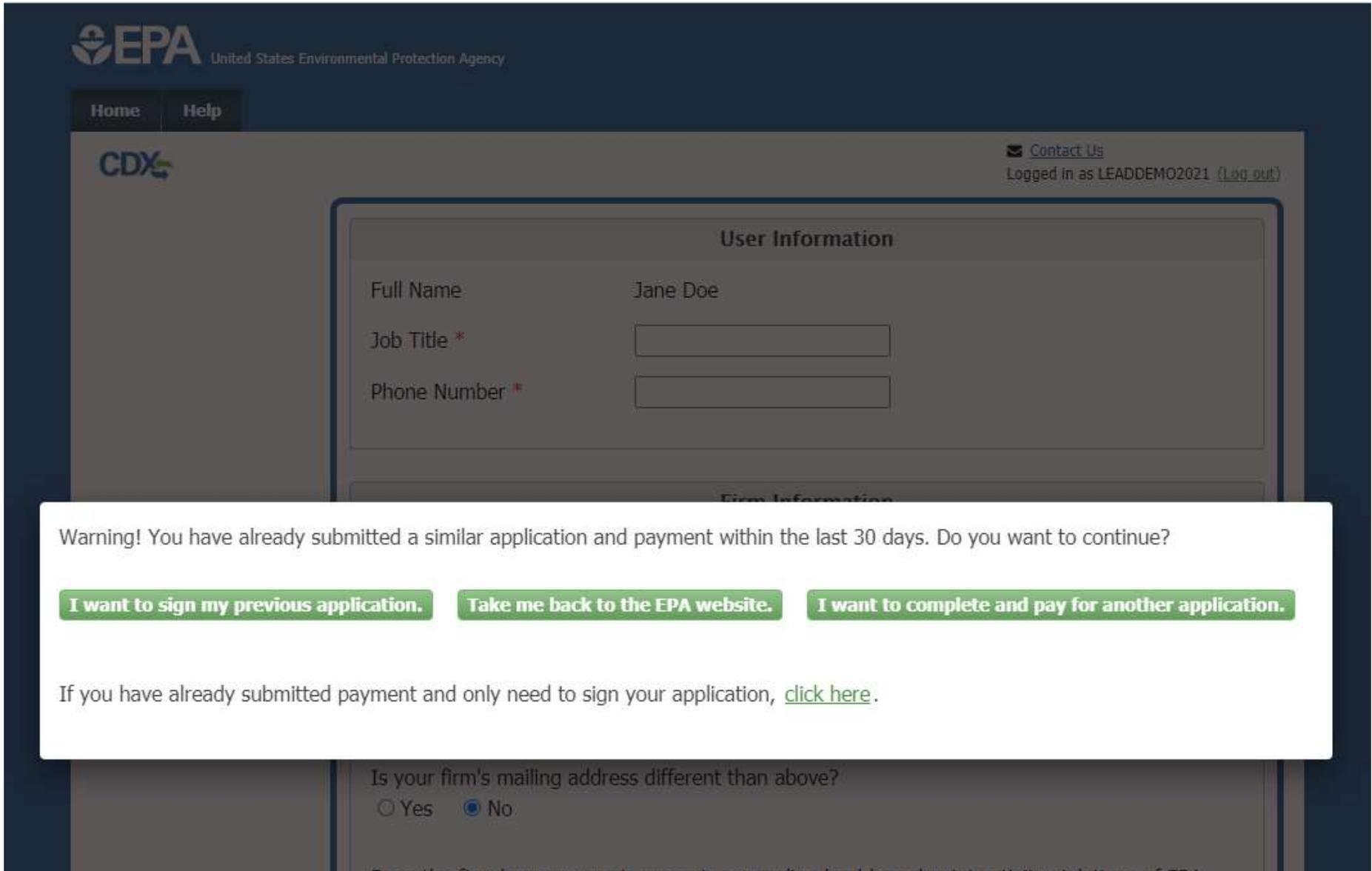
Check here to be listed on EPA's web site for:

- Evaluation (Dust Sampling)
- Renovation

Or, opt-out of being listed on EPA's web site:

- Do Not List Me

# Recent Submission Warning

A screenshot of the EPA website's application process. The background is a dark blue header with the EPA logo and 'United States Environmental Protection Agency' text. Below the header are navigation links for 'Home' and 'Help'. The main content area is light gray and contains a 'CDX' logo, a 'Contact Us' link, and a login status 'Logged in as LEADDEMO2021 (Log out)'. A 'User Information' form is visible, with fields for 'Full Name' (Jane Doe), 'Job Title \*', and 'Phone Number \*'. A white modal window is overlaid on the form, displaying a warning message and three buttons. Below the modal, a question 'Is your firm's mailing address different than above?' is partially visible with radio buttons for 'Yes' and 'No'.

**EPA** United States Environmental Protection Agency

Home Help

CDX

Contact Us  
Logged in as LEADDEMO2021 (Log out)

### User Information

Full Name Jane Doe

Job Title \*

Phone Number \*

### Firm Information

Warning! You have already submitted a similar application and payment within the last 30 days. Do you want to continue?

[I want to sign my previous application.](#) [Take me back to the EPA website.](#) [I want to complete and pay for another application.](#)

If you have already submitted payment and only need to sign your application, [click here](#).

Is your firm's mailing address different than above?  
 Yes  No

# Incomplete Submissions



[Home](#) | [Help](#)



 [Contact Us](#)  
Logged in as LEADDEMO2021 ([Log out](#))

## Incomplete Submissions

You do not current have any incomplete/outstanding submissions.

Thank you.

CDX Help Desk: 888-890-1995 | (970) 494-5500 for callers from Puerto Rico and Guam

[EPA Home](#) | [Privacy and Security Notice](#) | [Accessibility](#)  
OMB No. 2070-0195

[About CDX](#) | [Frequently Asked Questions](#) | [Terms and Conditions](#) | [Contact Us](#)



# Firm Information Page



EPA United States Environmental Protection Agency

Home Help

[Contact Us](#)

### Completion Checklist

- User Information ✓
- Firm Information**
- Signature and Payment

#### Firm Information

Firm Search

Is your firm's mailing address different than above?  
 Yes  No

Does the firm have any past, present, or pending lead-based paint activity violations of EPA, state, U.S. territory, or Indian tribal land regulations?  
 Yes  No

Check here to be listed on EPA's web site for:

- Evaluation (Dust Sampling)
- Renovation

Or, opt-out of being listed on EPA's web site:

- Do Not List Me

**Next**

# Firm Search



EPA United States Environmental Protection Agency

Home Help

[Contact Us](#)

### Completion Checklist

- User Information ✓
- Firm Information**
- Signature and Payment

#### Firm Information

Firm Search  [Can't find your firm?](#)

Is your firm's mailing address  Yes  No

Does the firm have any past,  Yes  No  
state, U.S. territory, or Indian tribal land regulations? ity violations of EPA,

Check here to be listed on EPA's web site for:

- Evaluation (Dust Sampling)
- Renovation

Or, opt-out of being listed on EPA's web site:

- Do Not List Me

**Next**

# Firm Advanced Search



EPA United States Environmental Protection Agency

Home Help

[Contact Us](#)

### Completion Checklist

- User Information ✓
- Firm Information
- Signature and Payment

### Firm Information

Firm Search  [Can't find your firm?](#)

Use Advanced Search  
 Create My Own

Search for your organization using the search criteria below.

Firm ID

Firm Name

Firm Address

Firm Address 2

City

State

ZIP/Postal Code

# Advanced Search Results



United States Environmental Protection Agency

Home Help

[Contact Us](#)

**Completion Checklist**

- User Information ✓
- Firm Information
- Signature and Payment

### Firm Information

Firm Search  [Can't find your firm?](#)

Use Advanced Search  
 Create My Own

	Firm Id	Firm Name	Address	City	State	Zip Code
	15867	U.S. EPA	1200 PENNSYLVANIA AVE NW	WASHINGTON	DC	20460

Is your firm's mailing address different than above?  
 Yes  No

Does the firm have any past, present, or pending lead-based paint activity violations of EPA, state, U.S. territory, or Indian tribal land regulations?  
 Yes  No

# 'Create My Own' Firm Option



EPA United States Environmental Protection Agency

Home Help

[Contact Us](#)

### Completion Checklist

- User Information ✓
- Firm Information
- Signature and Payment

### Firm Information

Firm Search  [Can't find your firm?](#)

Use Advanced Search  
 Create My Own

**Note: This is how your firm name will appear on your certificate.**

Firm Name \*

Please provide the physical address of your firm; no PO Boxes are accepted. If your firm has a different mailing address, indicate this and enter it below. This may be a PO Box.

Firm Address \*

Firm Address 2

City \*

State \*

ZIP/Postal Code \*

# Firm Information



EPA United States Environmental Protection Agency

Home Help

[Contact Us](#)

**Completion Checklist**

- User Information ✓
- Firm Information**
- Signature and Payment

### Firm Information

Firm Search  [Use advanced search](#)

**U.S. EPA**  
1200 PENNSYLVANIA AVE NW  
WASHINGTON, DC, US  
20460

Please provide an email address to which you have access, as you will be required to validate this during the process.

Email \*

Re-enter Email \*

Firm Phone Number \*  Extension

Is your firm's mailing address different than above?  
 Yes  No

Does the firm have any past, present, or pending lead-based paint activity violations of EPA, state, U.S. territory, or Indian tribal land regulations?  
 Yes  No

Check here to be listed on EPA's web site for:  
 Evaluation (Dust Sampling)  
 Renovation

Or, opt-out of being listed on EPA's web site:  
 Do Not List Me

**Next**

# Firm Information, Violation History, Listing Preference



Is your firm's mailing address different than above?

Yes  No

Mailing Address \*

Mailing Address 2

City \*

State \*

Zip Code \*

Zip Code Extension

Does the firm have any past, present, or pending lead-based paint activity violations of EPA, state, U.S. territory, or Indian tribal land regulations?

Yes  No

Please Explain \*

Check here to be listed on EPA's web site for:

Evaluation (Dust Sampling)

Renovation

Or, opt-out of being listed on EPA's web site:

Do Not List Me

Next

# Email Validation



EPA United States Environmental Protection Agency

Home Help

[Contact Us](#)

**Completion Checklist**

- User Information ✓
- Firm Information
- Signature and Payment

### Email Validation

A link was sent to the email address you provided ( [REDACTED] ). Please click the link in the email to complete the submission process.

Haven't received your validation code yet? You can resend it by clicking [here](#).

# Email Verification



 Thu 4/15/2021 10:59 AM  
helpdesk@epacdx.net  
Lead Application Email Verification Request - Action Required!  
To [REDACTED]

**EXTERNAL SENDER:** Do not click any links or open any attachments unless you trust the sender and know the content is safe.

You are receiving this email because you are completing the application form for firms applying for certification to conduct lead-based paint activities and/or renovations. Please note, your submission is not yet complete. You have either just created an account with the EPA Central Data Exchange (CDX) or have entered a previously unused email address. In order to complete your submission, you will need to confirm your account (leadtest39) by:

Clicking the following link.

[REDACTED]

If you click the link and it appears to be broken, please copy and paste it into a new browser window.

Once you have successfully logged into your account, you will be prompted to pay and then either electronically sign your submission or have the ability to print, sign, and mail it. **Your application is not complete until you do so.**

Please do not respond to this message. If you have questions concerning this request, you may contact us by email at [helpdesk@epacdx.net](mailto:helpdesk@epacdx.net) or by calling the CDX Technical Support Staff through our toll free telephone support on 888-890-1995 between Monday through Friday from 8:00 am to 6:00 pm EST/EDT. For International callers, the CDX Help Desk can also be reached at (970) 494-5500.

Sincerely,  
CDX Help Desk

# Review and Payment Page



**EPA** United States Environmental Protection Agency

Home Help

**CDX** [Contact Us](#)  
Logged in as LEADDEMO2021 ([Log out](#))

**Completion Checklist**

- User/Firm Information ✓
- Signature and Payment

### Review and Payment

Please verify the following information before proceeding with payment. If edits are required, use the navigation menu to the left or the 'Edit' button corresponding to the appropriate section below.

#### User Information

Full Name	Jane Doe
Job Title *	manager
Phone Number *	(555) 555-5555

[Edit](#)

#### Firm Information

Select a firm currently associated with your account  
 Associate a new firm with your account

Select a firm already associated with your account from the dropdown list.

Test Firm Name (1234 Test Road, Washington, DC, US 20460)

Is your firm's mailing address different than above?  
No

Does the firm have any past, present, or pending lead-based paint activity violations of EPA, state, U.S. territory, or Indian tribal land regulations?  
No

Check here to be listed on EPA's web site for:

- Renovation
- Lead Abatement
- Evaluation (Inspection, Risk Assessment, Clearance, Dust Sampling)

Or, opt-out of being listed on EPA's web site:

- Do Not List Me

[Edit](#)

#### Payment

# Paying with Credit Card



### Payment

The amount owed for your Firm Certification is listed below. For an explanation of the fees below, view the [Fee Schedule](#).

**Certification: \$300**

Pay Via Credit/Debit Card  
 Pay Via Bank Account (ACH)  
 Submit Using Payment Code

#### Credit/Debit Card Transaction

Account Holder Name *	<input type="text" value="Jane Doe"/>
<b>Please provide the SSN4 associated with Jane Doe (whose name is associated with this CDX account), even if the name of the credit card holder is different.</b>	
Social Security Number (Last 4) <a href="#">Why?</a> *	<input type="text"/>
Payment Amount	\$300
Billing Address *	<input type="text" value="1234 Test Ave"/>
Billing Address 2	<input type="text" value="Suite B"/>
City *	<input type="text" value="Washington"/>
State	<input type="text" value="District of Columbia"/>
Zip Code *	<input type="text" value="20460"/>
Card Number *	<input type="text"/>
Security Code *	<input type="text"/> <b>i</b>
Expiration Date *	<input type="text" value="MM"/> / <input type="text" value="YY"/>

# Paying with a Bank Account Transfer (ACH)



### Payment

The amount owed for your Firm Certification is listed below. For an explanation of the fees below, view the [Fee Schedule](#).

**Certification: \$300**

Pay Via Credit/Debit Card  
 Pay Via Bank Account (ACH)  
 Submit Using Payment Code

#### Bank Account Transaction

Account Holder Name \*

Please provide the SSN4 associated with Jane Doe (whose name is associated with this CDX account), even if the name of the credit card holder is different.

Social Security Number (Last 4) [Why?](#) \*

Payment Amount \$300

Account Type \*

Routing Number \*  [i](#)

Account Number \*  [i](#)

Confirm Account Number \*

Check Number [Why?](#)

# Paying with a Payment Code



### Payment

The amount owed for your Firm Certification is listed below. For an explanation of the fees below, view the [Fee Schedule](#).

**Certification: \$300**

Pay Via Credit/Debit Card  
 Pay Via Bank Account (ACH)  
 Submit Using Payment Code

#### Previously Submitted Payment Information

Payment Amount      \$300

If you have been given a payment code enter it below. [What's This?](#)

Payment Code     

#### ID Proofing Information

For electronic [identity proofing](#) purposes, provide the information below. To opt out of electronic identity proofing, leave these fields blank; on the next page you will be required to print, sign, and mail a paper form to EPA to validate your identity.

Account Holder Name      Jane Doe

**Please provide the SSN4 associated with Jane Doe (whose name is associated with this CDX account.)**

Social Security Number        
(Last 4) [Why?](#) \*

Date of Birth [Why?](#) \*     

If you have moved in the last 6 months, please use your previous address and phone number.

Home Address \*     

Home Address 2     

Home City \*     

Home State \*     

Home Zip Code \*     

Home Phone

# Certification Statement



## Certification

### Certification Statement

- The information included on this application, including any attachments, is true and accurate to the best of my belief and knowledge.
- This firm shall only employ appropriately qualified individuals to conduct lead-based paint activities and renovations.
- This firm and its employees shall follow the work practice standards set forth in 40 CFR § 745.227 for conducting lead-based paint activities or 40 CFR § 745.85 for conducting renovations at all times.
- I acknowledge that any certification issued pursuant to this application, including any attachments, will be subject to revocation if issuance was based on incorrect or inadequate information that materially affected the decision to issue the certification.

Please read and agree to the following items before signing your submission.

- I hereby attest and affirm to the above Certification Statement required by this submission.
- I agree to the terms of the [Electronic Signature Agreement](#). **You may not register or sign an agreement for someone else under penalty of law.**

**Sign and Pay**

# Signature Request



I acknowledge that any certification issued pursuant to this applic

at

inf

Please re-type your password to sign your submission:

Password \*

[Change Password](#)

I h

re

I a

ou

n agreement for someone else under penalty of law.

# Processing Request



## Processing Request.

This may take a couple of minutes. Please do not click back, stop, or refresh during this process. **To avoid duplicate charges, please do not close this window.**

# Submission Confirmation





United States Environmental Protection Agency

[Home](#) [Help](#)

 [Contact Us](#)  
Logged in as LEADDEMO2021 ([Log out](#))

### Completion Checklist

- User/Firm Information ✓
- Signature and Payment ✓

## Form Complete

**Application Number:** C364053  
**Date/time:** 4/15/2021

Your application has been received and will be reviewed by EPA; this will take about two to three weeks. Once the review is complete, you will receive an approval package including your certificate by email from [lead.paint@epa.gov](mailto:lead.paint@epa.gov). To ensure the approval email arrives in your inbox and not your spam folder, please add [lead.paint@epa.gov](mailto:lead.paint@epa.gov) to your contacts. A copy of the approval package will also be sent to your [CDX Inbox](#).

EPA Home | [Privacy and Security Notice](#) | [Accessibility](#) | [CDX Help Desk: 888-890-1995 | \(970\) 494-5500 for callers from Puerto Rico and Guam](#) | [About CDX](#) | [Frequently Asked Questions](#) | [Terms and Conditions](#) | [Contact Us](#)

OMB No. 2070-0195



# Confirmation Email



Reply Reply All Forward IM



Thu 4/15/2021 10:56 AM

helpdesk@epacdx.net

Lead Combination Firm Application Signed - Initial - C364053

To



**EXTERNAL SENDER:** Do not click any links or open any attachments unless you trust the sender and know the content is safe.

Jane Doe,

Your application for firms Applying for Certification to Conduct Lead-Based Paint Activities has been signed. A follow-up notification will be emailed from [lead.paint@epa.gov](mailto:lead.paint@epa.gov) when your submission has been reviewed and processed.

Application ID: C364053

Submission Type: Initial

If you have any questions, please contact us.

Thank you,

US Environmental Protection Agency

# Identity Proofing Retry



**EPA** United States Environmental Protection Agency

Home Help

CDX Contact Us  
Logged in as LEADTEST39 [\(Log out\)](#)

**Completion Checklist**

- User Information ✓
- Firm Information ✓
- Signature and Payment

**⚠ Your submission is NOT complete. Your application has not yet been submitted. Please read below.**

We were unable to verify your identity.

**Retry Identity Proofing**

For electronic [identity proofing](#) purposes, provide the information below. To opt out of electronic identity proofing, leave these fields blank; on the next page you will be required to print, sign, and mail a paper form to EPA to validate your identity.

Account Holder Name      Jane Doe

**Please provide the SSN4 associated with Jane Doe (whose name is associated with this CDX account.)**

Social Security Number        
(Last 4) [Why?](#) \*

Date of Birth [Why?](#) \*     

[Retry Identity Proofing](#)

You can also skip additional attempts at identity proofing and print, sign, and mail your paper work.

[Print, Sign, & Mail](#)

CDX Help Desk: 888-890-1995 | (970) 494-5500 for callers from Puerto Rico and Guam

UNITED STATES

# Electronic Signature Agreement (ESA)



If you have moved in the last 6 months, please use your previous address and phone number.

**Print**

**Lead Firm Application**

Submission Information	
Submission Type:	Initial
Application Type:	Renovation, Repair, and Painting
EPA's Website Listing:	Do not list.
Application Cost:	\$300
FlpJurisdiction Cost:	\$0
Total Cost:	\$300

Firm Information	
Name of Abatement Firm:	
Business Phone:	
Business Address:	
City:	
State:	
Zip Code:	
Mailing Address:	

If you have moved in the last 6 months, please use your previous address and phone number.

**Print**

Name of electronic signature holder: [REDACTED]  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

PLEASE SEND THIS DOCUMENT AS SOON AS POSSIBLE TO:

EPA Lead Data Processing Center  
c/o CGI Federal, Inc.  
12601 Fair Lakes Circle  
Fairfax, VA 22033

I certify, under penalty of law that the information provided in this document is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations. Signing an electronic document on behalf of another person is subject to criminal, civil, administrative, or other lawful action.

PLEASE SEND THIS DOCUMENT AS SOON AS POSSIBLE TO:

EPA Lead Data Processing Center  
c/o CGI Federal, Inc.  
12601 Fair Lakes Circle  
Fairfax, VA 22033

# Electronic Signature Agreement (ESA)



The screenshot displays the EPA CDX website interface. At the top left is the EPA logo with the text "United States Environmental Protection Agency". Below it are "Home" and "Help" navigation buttons. The CDX logo is in the top right, with a "Contact Us" link and a user login status: "Logged in as CPSURBANO232 (Log out)".

On the left side, there is a "Completion Checklist" with three items: "User Information" (checked), "Firm Information" (checked), and "Signature and Payment" (checked).

The main content area is titled "Paper Electronic Signature Agreement". It contains the following text:

To complete the application process please print, sign, and mail the following paper form of the Electronic Signature Agreement, and Submission Certification Statement to the EPA Lead Data Processing Center at the address provided at the end of the document.

**Print, sign, and mail the Electronic Signature Agreement to:**

EPA Lead Data Processing Center  
c/o CGI Federal, Inc.  
12601 Fair Lakes Circle  
Fairfax, VA 22033

At the bottom of the page, there is a footer with the following information:

CDX Help Desk: 888-890-1995 | (970) 494-5500 for callers from Puerto Rico and Guam

EPA Home | Privacy and Security Notice | Accessibility | About CDX | Frequently Asked Questions | Terms and Conditions | Contact Us

OMB No. 2070-0195

# Options to Update Firm Information or Replace a Certificate

**Renovation/Abatement Firm Options**

Please select from the following options:

Certification:

- Recertify Renovation firm (\$300 for 5-year certification)
- Add Abatement firm (\$550 for 3-year certification)

Note: If you apply for both Renovation and Abatement certification the fee is \$550. Renovation firms are not typically involved in abatement, such activities require additional training, certification of all employees, and specific work practice standards.

Other:

- Update firm information
- Replace lost/misplaced certificate(s) (\$15 per certificate)

**Renovation/Abatement Firm Options**

Please select from the following options:

Certification:

- Recertify Renovation firm (\$300 for 5-year certification)
- Add Abatement firm (\$550 for 3-year certification)

Note: If you apply for both Renovation and Abatement certification the fee is \$550. Renovation firms are not typically involved in abatement, such activities require additional training, certification of all employees, and specific work practice standards.

Other:

- Update firm information
- Replace lost/misplaced certificate(s) (\$15 per certificate)

Cancel Continue

# Information-Only Amendment – CDX Log In Page



The screenshot shows the CDX login interface on the EPA website. At the top left is the EPA logo and the text 'United States Environmental Protection Agency'. Below this are 'Home' and 'Help' navigation links. The CDX logo is in the top right corner, next to a 'Contact Us' link. On the left side, there is a 'Completion Checklist' with four items: 'User Information', 'Firm Information', 'Information Review', and 'Signature'. The main content area is a login form with two columns: 'New to CDX?' and 'Already Registered?'. The 'New to CDX?' column asks 'Are you a new user to the system, and would you like to create an account?' and has a green 'Register' button. The 'Already Registered?' column asks 'Do you have an existing Central Data Exchange account?' and includes input fields for 'User ID' and 'Password', a green 'Log In to CDX' button, and links for 'Forgot your Password?', 'Forgot your User ID?', and 'Help'. A red warning message states: 'Accessing an account that is not yours is a federal offense.' The footer contains contact information for the CDX Help Desk, links for 'EPA Home', 'Privacy and Security Notice', 'Accessibility', 'About CDX', 'Frequently Asked Questions', 'Terms and Conditions', and 'Contact Us', along with the EPA seal.

# Information-Only Amendment – User/Firm Information Page



EPA United States Environmental Protection Agency

Home Help

CDX Contact Us  
Logged in as LEADDEM02021 (Log out)

### User Information

Full Name Jane Doe

Job Title \*

Phone Number \*

### Firm Information

Select a firm currently associated with your account  
 Associate a new firm with your account

Note: This is how your firm name will appear on your certificate.

Firm Name \*

Please provide the physical address of your firm; no PO Boxes are accepted. If your firm has a different mailing address, indicate this and enter it below. This may be a PO Box.

Firm Address \*

Firm Address 2

City \*

State \*

ZIP/Postal Code \*

Please provide an email address to which you have access, as you will be required to validate this during the process.

Email \*

Re-enter Email \*

Firm Phone Number \*

Certificate Expiration Date: 5/1/2026

Is your firm's mailing address different than above?  
 Yes  No

Does the firm have any past, present, or pending lead-based paint activity violations of EPA, state, U.S. territory, or Indian tribal land regulations?  
 Yes  No

Check here to be listed on EPA's web site for:  
 Evaluation (Dust Sampling)  
 Renovation  
Or, opt-out of being listed on EPA's web site:  
 Do Not List Me

Completion Checklist

- User/Firm Information
- Information Review
- Signature

Next

EPA Home | Privacy and Security Notice | Accessibility | CDX Help Desk: 888-890-1955 | (978) 494-5500 for callers from Puerto Rico and Guam | About CDX | Frequently Asked Questions | Terms and Conditions | Contact Us

OMB No. 2070-0195

# Information-Only Amendment – Information Review Page



EPA United States Environmental Protection Agency

CDX

Home Help

Contact Us  
Logged in as LEAD00002021 (Log out)

Completion Checklist

- User/Firm Information
- Information Review
- Signature

### Information Review

Please verify the following information before proceeding. If edits are required, use the navigation menu to the left or the "Edit" button corresponding to the appropriate section below.

#### User Information

Full Name	Jane Doe
Job Title *	manager
Phone Number *	(555) 555-5555

[Edit](#)

#### Firm Information

Note: This is how your firm name will appear on your certificate.

Firm Name *	Test Firm Name
Firm Address *	1234 Test Road
Firm Address 2	
City *	Washington
State *	DC
ZIP/Postal Code *	20460
Email *	testemail@email.com
Firm Phone Number *	(555) 555-5555

Is your firm's mailing address different than above?

Mailing Address *	Po Box 5678
Mailing Address 2	
City *	Washington
State *	DC
Zip Code *	20460
Zip Code Extension	

Does the firm have any past, present, or pending lead-based paint activity violations of EPA, state, U.S. territory, or Indian tribal land regulations?

Please Explain \*

test violation explanation text

Check here to be listed on EPA's web site for:

Evaluation (Dust Sampling)

Renovation

Or, opt-out of being listed on EPA's web site:

Do Not List Me

[Edit](#)

#### Certification Statement

- The information included on this application, including any attachments, is true and accurate to the best of my belief and knowledge.
- This firm shall only employ appropriately qualified individuals to conduct lead-based paint activities and renovations.
- This firm and its employees shall follow the work practice standards set forth in 40 CFR § 745.227 for conducting lead-based paint activities or 40 CFR § 745.85 for conducting renovations at all times.
- I acknowledge that any certification issued pursuant to this application, including any attachments, will be subject to revocation if issuance was based on incorrect or inadequate information that materially affected the decision to issue the certification.

#### Fee Information

The amount owed for your Firm Certification is listed below. For an explanation of the fees below, view the [Fee Schedule](#).

**Certification: \$0**

[Confirm](#)

EPA Home Privacy and Security Notice Accessibility  
CDX Help Desk: 888-895-1595 | (202) 454-5200 for callers from Puerto Rico and Guam  
About CDX | Frequently Asked Questions | Terms and Conditions | Contact Us

# Information-Only Amendment – Signature Page



The screenshot shows the EPA CDX web interface. At the top left is the EPA logo and "United States Environmental Protection Agency". Below it are "Home" and "Help" buttons. The CDX logo is in the top right, with "Contact Us" and "Logged in as LEADDEMO2021 (Log out)" links. A "Completion Checklist" on the left shows "User/Firm Information" and "Information Review" as completed, and "Signature" as the current step. The main content area is titled "Signature" and contains a red warning: "Your application is not complete, please do not close this window." Below this, it asks the user to read and agree to terms before signing. There are two checkboxes: one for the "Certification Statement" and one for the "Electronic Signature Agreement". A "Sign" button is at the bottom of the form. The footer contains EPA contact information, a privacy notice, and the EPA seal.

The screenshot shows an "eSignature Widget" with three steps: 1. Authentication, 2. Verification, and 3. Sign File. In the Authentication step, the user is logged in as "LEADDEMO2021" and has entered a password. A "Welcome Jane Doe" message is displayed. In the Verification step, the user has answered the question "What is your favorite song?" with a masked answer. A "Show Answer" checkbox is present, and the system has confirmed the answer is correct. In the Sign File step, a "Sign" button is visible. The widget has a close button in the top right corner.

# Information-Only Amendment – Confirmation Page



**EPA** United States Environmental Protection Agency

Home Help

CDX [Contact Us](#)  
Logged in as LEADDEMO2021 ([Log out](#))

**Completion Checklist**

- User/Firm Information ✓
- Information Review ✓
- Signature ✓

**Form Complete**

**Applicant Number:** F110137  
**Date/time:** 4/15/2021

You have successfully completed your request to amend your firm's information. If you also requested a certificate replacement, your certificate will be emailed to you after your amendment is processed.

EPA Home | Privacy and Security Notice | Accessibility | OMB No. 2070-0195

CDX Help Desk: 888-890-1995 | (970) 494-5500 for callers from Puerto Rico and Guam

About CDX | Frequently Asked Questions | Terms and Conditions | Contact Us

# Replace a Certificate – CDX Log In Page



The screenshot shows the CDX Log In Page on the EPA website. The page has a dark blue header with the EPA logo and the text 'United States Environmental Protection Agency'. Below the header are navigation links for 'Home' and 'Help', and a 'Contact Us' link with an envelope icon. The main content area is white and contains a 'CDX' logo in the top left. On the left side, there is a 'Completion Checklist' with four items: 'User Information', 'Firm Information', 'Information Review', and 'Signature'. The main content area is divided into two columns: 'New to CDX?' and 'Already Registered?'. The 'New to CDX?' column asks 'Are you a new user to the system, and would you like to create an account?' and has a green 'Register' button. The 'Already Registered?' column asks 'Do you have an existing Central Data Exchange account?' and has input fields for 'User ID' and 'Password', a green 'Log In to CDX' button, and links for 'Forgot your Password?', 'Forgot your User ID?', and 'Help'. A red warning message states 'Accessing an account that is not yours is a federal offense.' The footer contains contact information for the CDX Help Desk, links for 'About CDX', 'Frequently Asked Questions', 'Terms and Conditions', and 'Contact Us', and the EPA logo.

EPA United States Environmental Protection Agency

Home Help

CDX Contact Us

**Completion Checklist**

- User Information
- Firm Information
- Information Review
- Signature

**New to CDX?**

Are you a new user to the system, and would you like to create an account?

[Register](#)

**Already Registered?**

Do you have an existing Central Data Exchange account?

User ID

Password

[Log In to CDX](#)

[Forgot your Password?](#) | [Forgot your User ID?](#) | [Help](#)

Accessing an account that is not yours is a federal offense.

CDX Help Desk: 888-890-1995 | (970) 494-5500 for callers from Puerto Rico and Guam

EPA Home | Privacy and Security Notice | Accessibility | About CDX | Frequently Asked Questions | Terms and Conditions | Contact Us

OMB No. 2070-0195

# Replace a Certificate – User/Firm Information Page



**EPA** United States Environmental Protection Agency

Home Help

CDX

Contact Us  
Logged in as LEADDEMO2021 (Log out)

### User Information

Full Name Jane Doe  
Job Title \*   
Phone Number \*

### Firm Information

Note: This is how your firm name will appear on your certificate.

Firm Name \* Test Firm Name  
Firm Address \* 1234 Test Road  
Firm Address 2  
City \* Washington  
State \* DC  
ZIP/Postal Code \* 20460

Please provide an email address to which you have access, as you will be required to validate this during the process.

Email \*   
Re-enter Email \*   
Firm Phone Number \* (555) 555-5555  
Certificate Expiration Date: 5/1/2026

Is your firm's mailing address different than above?  
 Yes  No

Mailing Address \* Po Box 5678  
Mailing Address 2  
City \* Washington  
State \*   
Zip Code \* 20460  
Zip Code Extension

Does the firm have any past, present, or pending lead-based paint activity violations of EPA, state, U.S. territory, or Indian tribal land regulations?  
 Yes  No

Check here to be listed on EPA's web site for:  
 Evaluation (Dust Sampling)  
 Renovation  
Or, opt-out of being listed on EPA's web site:  
 Do Not List Me

**Completion Checklist** [Next](#)

[User/Firm Information](#)  
[Signature and Payment](#)

CDX Help Desk: 888-890-1955 | (970) 494-5500 for callers from Puerto Rico and Guam  
About CDX | Frequently Asked Questions | Terms and Conditions | Contact Us

EPA Home | Privacy and Security Notice | Accessibility | OMB No. 2070-0155

The EPA logo is circular, featuring a stylized globe with a tree in the center, surrounded by the words 'U.S. ENVIRONMENTAL PROTECTION AGENCY'.

# Replace a Certificate – Review and Payment Page



EPA United States Environmental Protection Agency

Home Help

CDX

Contact Us  
Logged in as LEADDEMO2021 (Logout)

Completion Checklist

- User/Firm Information ✓
- Signature and Payment

### Review and Payment

Please verify the following information before proceeding with payment. If edits are required, use the navigation menu to the left or the 'Edit' button corresponding to the appropriate section below.

#### User Information

Full Name Jane Doe  
 Job Title \* manager  
 Phone Number \* (555) 555-5555

[Edit](#)

#### Firm Information

Note: This is how your firm name will appear on your certificate.

Firm Name \* Test Firm Name  
 Firm Address \* 1234 Test Road  
 Firm Address 2  
 City \* Washington  
 State \* DC  
 ZIP/Postal Code \* 20460  
 Email \* testemail@email.com  
 Firm Phone Number \* (555) 555-5555

Is your firm's mailing address different than above?  
 Mailing Address \* Po Box 5678  
 Mailing Address 2  
 City \* Washington  
 State \* DC  
 Zip Code \* 20460  
 Zip Code Extension

Does the firm have any past, present, or pending lead-based paint activity violations of EPA, state, U.S. territory, or Indian tribal land regulations?  
 No

Check here to be listed on EPA's web site for:  
 Evaluation (Dust Sampling)  
 Renovation  
 Or, opt-out of being listed on EPA's web site:  
 Do Not List Me

[Edit](#)

#### Payment

### Payment

The amount owed for your Firm Certification is listed below. For an explanation of the fees below, view the [Fee Schedule](#).

**Certification: \$15**

Pay Via Credit/Debit Card  
 Pay Via Bank Account (ACH)  
 Submit Using Payment Code

#### Credit/Debit Card Transaction

Account Holder Name \* Jane Doe

Payment Amount \$15

Billing Address \* 1234 Test Road  
 Billing Address 2  
 City \* Washington  
 State District of Columbia  
 Zip Code \* 20460  
 Card Number \*  
 Security Code \*  
 Expiration Date \* MM / YY

#### Certification

**Certification Statement**

- The information included on this application, including any attachments, is true and accurate to the best of my belief and knowledge.
- This firm shall only employ appropriately qualified individuals to conduct lead-based paint activities and renovations.
- This firm and its employees shall follow the work practice standards set forth in 40 CFR § 745.227 for conducting lead-based paint activities or 40 CFR § 745.85 for conducting renovations at all times.
- I acknowledge that any certification issued pursuant to this application, including any attachments, will be subject to revocation if issuance was based on incorrect or inadequate information that materially affected the decision to issue the certification.

Please read and agree to the following items before signing your submission.

I hereby attest and affirm to the above Certification Statement required by this submission.

I agree to the terms of the [Electronic Signature Agreement](#). You may not register or sign an agreement for someone else under penalty of law.

[Sign and Pay](#)

# Replace a Certificate – Confirmation Page



[Home](#) | [Help](#)



[Contact Us](#)

Logged in as LEADDEMO2021 ([Log out](#))

## Completion Checklist

User/Firm Information



Signature and Payment



## Form Complete

**Applicant Number:** F110137

**Date/time:** 4/15/2021

You have successfully completed your request to amend your firm's information. If you also requested a certificate replacement, your certificate will be emailed to you after your amendment is processed.



# Approval Package – Firm Certificate and Logo

## United States Environmental Protection Agency

This is to certify that



CGI Federal  
has fulfilled the requirements of the Toxic Substances Control Act (TSCA) Section 402, and has received certification to conduct lead-based paint renovation, repair, and painting activities pursuant to 40 CFR Part 745.89

In the Jurisdiction of:

All EPA Administered States, Tribes, and Territories

This certification is valid from the date of issuance and expires January 03, 2023

NAT-F151001-1

Certification #

December 20, 2017

Issued On



Michelle Price, Chief

Lead, Heavy Metals, and



NAT-F151001-1



## Helpful Tips

- Remember CDX credentials (user ID & password)
- Do not close the browser window until application processing is complete.
- Add/whitelist [lead.paint@epa.gov](mailto:lead.paint@epa.gov) to registered email to ensure communications are received in a timely manner.
- In addition to being emailed, the approval package will also be posted to the applicant's [CDX Inbox](#) for download.