



## Sample Letter from Tenant to Property Manager

[DATE]

[PROPERTY MANAGER'S ADDRESS  
CITY, STATE ZIP]

Dear [PROPERTY MANAGER'S NAME],

I am concerned about the secondhand smoke that drifts into my unit from [INSERT WHERE SMOKE IS COMING FROM]. The secondhand smoke is harming my health [and the health of my family].

As a housing provider, I'm sure you want to keep your tenants safe, healthy, and happy. Please consider adopting a smoke-free policy for our entire building in order to protect your tenants from the health risks of secondhand smoke exposure.

Here are some things you should know about secondhand smoke in multi-unit housing.

1. Secondhand smoke is known to cause cancer. Even brief exposures can have serious consequences for those with heart and lung problems. Building owners may be liable for allowing smoking in their buildings, just as they may be liable for asbestos, mold, or lead. Failure to address secondhand smoke exposure may result in legal problems under the Americans with Disabilities Act.
2. The American Society of Heating, Refrigerating & Air-Conditioning Engineers has released a position document on secondhand smoke. They concluded that, "the only means of effectively eliminating health risk associated with indoor exposure is to ban smoking activity."
3. The U.S. Department of Housing and Urban Development has stated that there is no law that prohibits property managers from making their entire buildings smoke free. People who smoke are not a protected class of citizen.

For more information and free help in creating a smoke-free policy, please consider contacting Iowa's Smoke-Free Homes project. Call 1-800-798-0203 or visit [www.Smoke-FreeHomes.iowa.gov](http://www.Smoke-FreeHomes.iowa.gov).

Sincerely,

[YOUR NAME  
BUILDING, UNIT NUMBER]