

# SAMPLE SMOKE-FREE RULE

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**Building/Property Address:** \_\_\_\_\_

## 1. Smoking is prohibited as described below:

Due to the increased risk of fire and the known health effects of secondhand tobacco smoke, smoking is prohibited in the entire premises, including inside residential units, all common areas and areas within 15 feet of entrances, windows, doors and air- intake units. The only exceptions to this rule are in the designated outdoor smoking areas listed below, if applicable. This rule applies to owners and tenants and any other persons on the premises, including guests and servicepersons.

DESIGNATED OUTDOOR SMOKING AREAS (if applicable): \_\_\_\_\_

## 2. Definition of "Smoking"

"Smoking" means inhaling, exhaling, burning or carrying any lighted cigar, cigarette, pipe or any form of lighted object or device that contains tobacco.

## 3. Complaint Procedure

Complaints about smoke migrating into a residential unit or common area should be made promptly to the owner. Complaints should be made in writing and should be as specific as possible, including the date, approximate time, location and source of migrating smoke.

## ACKNOWLEDGMENT & SIGNATURES:

I have read the smoke-free rule described above, and I understand the smoke-free rule governs the premises. I agree to comply with the rule described above.

I understand that violating the rule may constitute grounds for fines or eviction proceedings for rental units. For condominiums, cooperatives or other owned units, I understand that violations of the policy on smoking may be addressed according to the building's governing rules.

**Landlord's/Managing Agent's printed name and signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Tenant's printed name and signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Tenant's printed name and signature** \_\_\_\_\_ **Date** \_\_\_\_\_