Sample Tenant Letter and SHS Survey for the Use by Apartment Owners and Managers

[Date]

Dear Residents,

We are pleased that you have chosen to reside at [name of property]. The [name of management/property] have been studying changes that are occurring in the management of apartments. Many owners are deciding to regulate the use of tobacco products within their properties.

Apartment building owners are adopting smoke-free policies for a number of reasons. Secondhand smoke is a health hazard, especially in children, the elderly, and persons with chronic illness. There is no safe exposure to secondhand smoke. (Source: U.S. Surgeon General, 2006) In addition, unattended smoking materials can lead to building fires and loss of lives.

To ensure the health and safety of all persons living here, we are considering adopting a smoke-free policy for our building and all units. We would like to hear from you! Let us know what you think about having rules about tobacco use in the building and on the grounds. Please fill out the short survey below and return it to [name of manager/rent box etc.]

Sincerely,

[Apartment Owner/Management]

Cut Here ✄--
Please check the appropriate box for your answer:
1. Which of the following statements best describes the rules about smoking inside your home?
  ☐ No one is allowed to smoke anywhere inside my home
  ☐ Smoking is allowed in some places or at some times
  ☐ Smoking is allowed anywhere inside my home

2. Do you think secondhand smoke is harmful to people's health?
  ☐ Yes
  ☐ No
  ☐ Don't know

3. Have you smelled tobacco smoke in your home that comes from another apartment or from outside?
  ☐ Yes   **3b. Does smelling tobacco smoke in your home bother you?**
  ☐ No   (If you checked No) ➜   ☐ Yes
                                          ☐ No

4. Would you prefer to live in a building where smoking is prohibited <u>inside</u> all apartments?
  ☐ Yes
  ☐ No

5. Has someone, including yourself, smoked cigarettes, cigars or pipes anywhere inside your home in the past 30 days?
  ☐Yes
  ☐ No
                    THANK YOU! Please return to [place of return]