

John Smith, President  
Board of Directors  
Anywhere Apartments  
1 Condo Drive  
This Place, OH 12345

Dear Mr. Smith:

The \_\_\_\_\_ (name) apartment building is located very near my job, is affordable, has lots of storage space, and is well designed. Parking is convenient, the area is quiet, and the clubhouse helps me get some regular exercise. In short, I like living here.

However, as much as I like this apartment, I and other residents are experiencing serious health problems due to tobacco smoke seeping into our apartments from adjoining apartments. I am a tenant/owner of unit #xxx, and am writing because of concerns and challenges I have with secondhand smoke exposure as a result of tobacco smoke drifting in from another tenant(s) unit in our complex. The situation has become intolerable and we need your assistance to resolve this problem.

This building and the health of all its residents could benefit from instituting a no-smoking policy because:

- 1) A smoke-free building saves money by reducing the costs of cleaning and repairing carpets, fixtures, and window treatments; priming and painting walls; and general maintenance. Lower insurance premiums are a possibility as well. The cost for cleaning a two-bedroom, two-bathroom apartment that has damage caused by smoking can run anywhere from \$4,000 to \$15,000.
- 2) You will likely attract and retain residents. In Ohio, nearly 80% of all adults do not smoke and among people 65 and older about 93% are nonsmokers according to the Centers for Disease Control. This means you should be able to attract plenty of nonsmoking renters.
- 3) Surveys prove that there is strong support for smoke-free policies. 66.7% of households in Ohio report having smoke-free home rules, according to the Centers for Disease Control.
- 4) Enforcement generally is not a problem. "Few owners experience backlash from residents after implementing and enforcing a no-smoking policy," according to the National Apartment Association.

Personally, the fumes from tobacco smoke give me headaches, causes nausea, and dizziness, aggravate my breathing, and affect my weak heart. I began noticing the fumes shortly after a new resident moved into the unit directly below me in October. My doctor has prescribed some medications to reduce the pain, but has told me to avoid exposure to tobacco smoke because it affects my health. A letter from my doctor is attached.

Other residents are experiencing health problems as well due to tobacco smoke coming into their units. For instance, the resident in unit 12 has chronic obstructive pulmonary

disease (COPD), asthma, and allergic reactions to tobacco smoke. The resident in unit 33 is nearly blind from macular degeneration – which tobacco smoke irritates severely.

I/We understand your desire to be sensitive to the wishes and concerns of all residents who live here. Therefore, I (and several other residents) ask that you consider conducting a survey to determine resident attitudes toward tobacco smoke exposure, how many people smoke in their units, and the level of support for a smoke-free policy. You might also consider holding a meeting to discuss this issue.

Please let me know in writing how you plan to address this issue. Let me also know if I can be of any assistance.

Working together, we can make this building a better place for us all!

I look forward to hearing from you.

Sincerely,

Ms. Jane Doe  
Resident-Owner  
Anywhere Apartments Unit #123

cc: Allen County Health Department  
Ohio Department of Health  
The American Lung Association – Ohio  
American Cancer Society - Ohio