

[DATE]

Dear Residents,

Secondhand smoke is a serious health hazard. It is the third leading cause of preventable death in the United States, causing approximately 49,000 deaths each year. For this reason, in the interest of protecting public health, the City of El Cajon now prohibits the smoking of tobacco or any other weed or plant in certain areas that are used by or open to the public, including common areas of multi-unit residences.

Under the provisions of the City of El Cajon's Smoking Ordinance, smoking is now prohibited in common areas of all apartments and multi-unit residences in the City. This includes all common area of a multi-unit residence used by the occupants of more than one dwelling, including but not limited to halls, lobbies, laundry rooms, outdoor eating areas, play areas and swimming pools.

In order to comply with the City ordinance, smoking on our apartment property will be permitted only **inside individual units** and in **designated smoking areas** within our complex that are clearly marked by signs.

Health Risks to Children

The 2006 U.S. Surgeon General's report, "The Health Consequences of Involuntary Exposure to Tobacco Smoke," states that there is no risk-free level of exposure to secondhand smoke. Secondhand smoke is particularly dangerous to children and has been linked to childhood asthma, low birth weight, ear infections, and Sudden Infant Death Syndrome. Secondhand smoke also been determined to cause cancer in nonsmokers exposed to secondhand smoke.

Fire Risk

Smoking is the leading cause of fire deaths in the United States. Fires can start on decks and porches as well as in units. According to the National Fire Protection Association's report "The Smoking-Materials Fire Problem," one in four (24%) people who die in residential smoking-related fires are innocent victims, not the smoker whose cigarette started the fire. Fires caused by smoking are costly, deadly, and leave many people with damaged property and no place to live.

Non-Smoking Areas Policy

Please consider this letter as notice of the changes that will take effect immediately in order to comply with the City of El Cajon Ordinance.

Effective immediately, all tenants signing new leases will be required to sign a lease addendum that explains the smoking policy. All current tenants will be required to comply with the changes in the smoking policy and will sign a lease addendum during their lease renewal process. All residents and guests will be required to comply with this policy.

If you have any questions about this policy, please contact me at _____.

Thank you,

Property Manager/Owner