

Sample Landlord Letter

Date

Dear (Landlord's Name),

This letter is to inform you that I (and/or other residents of my rental) am suffering from exposure to secondhand smoke that is coming into my unit (describe the situation.)

As you may be aware, the Surgeon General has declared that secondhand smoke is a proven air toxin.

[I am enclosing a copy of a letter from my physician documenting the medical condition that is being caused or worsened by secondhand smoke.] I am requesting (describe the request) to reduce and/or eliminate the exposure to secondhand smoke that I/we are experiencing.

Please let me know in writing how you plan to rectify this problem.

The best solution would be for you to adopt smoking restrictions for the entire property. I am enclosing a fact sheet with five good reasons for you to implement smoking restrictions. You can also find a wealth of information to help you at [insert our website here].

I look forward to hearing from you,

[Your name]