

## Sample Neighbor Letter

Renter  
1234 Street, Apt. A  
Our Town, NY 12000

Date

Neighbor Renter  
1234 Street, Apt. B  
Our Town, NY 12000

Dear Neighbor Renter,

I am writing to everyone in this apartment building because I/my family have been getting a lot of secondhand smoke in our unit. I/members of my family have developed some serious health problems and we're pretty sure it's from the smoke. I don't know exactly where the smoke is coming from, but if you happen to be someone who smokes in your unit, would you please consider smoking outside? I have learned that there's no way to stop secondhand smoke from drifting, even with a really strong ventilation system, windows, or fans.

Smoking outside or quitting will...

- Protect your family and your neighbors
- Prevent fires in your home
- Reduce damage to your apartment...maybe helping you get back more of your cleaning deposit
- Make you feel good because you are doing a good thing for your family and neighbors

If you are ready to quit smoking, you can call the New York State Smokers' Quitline at 1-866-NY-QUITS (1-866-697-8487). I appreciate your consideration.

Thank you,

Renter

*Note: The information provided by Smoke Free Housing NY is for educational purposes only. It is not offered or intended to be and should not be construed to be legal advice nor to be a substitute for obtaining legal advice from a licensed attorney.*