



NO SMOKING POLICY

All of these terms and provisions of this No Smoking Policy are specifically made a part of the Dwelling Lease in force at the property known as _____.

SCOPE: This policy applies to any and all persons living in Seattle Housing Authority (SHA) properties including SHA residents, their guests and visitors and to all persons entering SHA properties including SHA's contractors and employees.

POLICY:

1. Smoking is not permitted in: (1) any dwelling unit, which includes, but is not limited to, bedrooms, hallways, kitchens, bathrooms, patios, balconies, unit entryway areas and leased exterior spaces; or (2) in the common areas of any Seattle Housing Authority building, community or facility.
2. "Smoking" is defined as inhaling, exhaling, breathing, or carrying any lit cigar, cigarette, pipe or other tobacco product in any manner and in any form.
3. "Common areas" are all areas open to the public, including but not limited to entryways, community patios or balconies, roof terraces, lobbies, hallways, elevators, management offices, public restrooms, community rooms, community kitchens, parking garages and carports, and any other area of the building that is accessible to employees, residents and guests.
4. In buildings or properties designated as a "smoke-free environment", smoking is also prohibited anywhere on the property.
5. SHA staff shall inform current residents, new applicants on waiting lists, SHA employees and SHA contractors of this policy.
6. SHA staff shall post "No Smoking" signs at entrances and exits, common areas, hallways, etc., and enforce compliance with this policy.
7. The Senior Property Manager may designate an area outside an SHA building or facility as a "designated smoking area".
8. Any area designated for smoking shall be adequately posted "smoking area" and proper ashtrays placed for the safe disposal of cigarette / cigar butts and lit matches.
9. Failure to comply with the terms of this Addendum may be cause for lease enforcement action, including eviction.

Note: This policy is an agreement between the head of household (spouse and all other parties to the Lease) and the Seattle Housing Authority and needs to be signed as an Addendum to the Lease.

As head of household, I have read the No Smoking Policy and agree to fully abide by its provisions. I understand that failure to comply with any part of this addendum is cause for termination of my Lease. I have received a copy of this policy.

RESIDENT(S)

**HOUSING AUTHORITY OF
THE CITY OF SEATTLE**

Head of Household *(please print)*

Manager *(please print)*

Head of Household *(Signature)* **Date**

Manager *(Signature)* **Date**

Unit No.

Spouse / Co-Head **Date**

Management Office

Street Address **Zip Code**

Phone _____