



## Sample Tenant Survey Cover Letter

Dear Residents:

Re: survey of residents residing at \_\_\_\_\_

Due to an increase in the number of enquiries from the public about smoke-free rental accommodations in apartment buildings, we are considering converting some (or all) of our buildings to smoke-free status. We want to reassure existing tenants that should your building be chosen to become smoke-free, the new policy will only apply to new tenants. All existing tenants will be 'grandfathered' during their length of tenancy. This means that you, and your visitors or guests, will continue to be allowed to smoke inside your rental unit, balconies or patios.

We recognize that hotels have been offering both smoking and non-smoking options for years, and we think it makes good business sense to offer more choices to British Columbians who want and need to live smoke-free. In line with the policies enacted by our provincial government to protect the public from second-hand smoke, creating smoke-free buildings will provide a healthy and safe environment for our tenants, staff and service personnel and will address a critical shortage of smoke-free housing in apartment buildings in BC. We want to offer quality rental accommodations to our tenants, and since 85% of British Columbians don't smoke, we believe that British Columbians want more options for smoke-free living. We also believe that this policy will provide added benefits that include:

- Reduced danger of fires
- Reduced maintenance, cleaning and redecorating costs
- Reduced complaints of migrating second-hand smoke

We are seeking input from our tenants to identify:

- The level of support among tenants for having the choice to live in a smoke-free environment
- Which building (or section) has the fewest number of smokers
- How many tenants experience tobacco smoke entering their units from neighbouring units

We are very interested in your input, and those who complete the survey and return it to the office by \_\_\_\_\_ will be entered in a draw to win a \$100 gift certificate (or a \$100 credit toward your rent). The survey should only take about three minutes of your time.

Sincerely

Property Management Company

For more tools and help going smoke-free, visit [www.smokefreehousingbc.ca](http://www.smokefreehousingbc.ca)