



## Sample Letter from Healthcare Provider to Association Board

[Date]

Board/Property Manager  
Address  
City, State Zip

Dear Board/Manager,

This letter concerns one of my patients, [insert patient name], who has come to my office complaining of [insert symptoms/illnesses here] from exposure to secondhand smoke coming into [his/her] residential unit. In order for my patient's health to improve, [he/she] must live in a smoke-free environment. Therefore, I am strongly recommending a smoke-free living environment for [him/her] and respectfully request that you consider making your association's building smoke free in order to protect my patient from further harm.

As a healthcare provider, I am very concerned about the harmful health effects experienced by those who are exposed to secondhand smoke, especially children. [insert firsthand experience with patients here] Making the entire building smoke free (including all units) eliminates everyone's exposure to secondhand smoke, a Group A carcinogen. There is no safe level of human exposure to these types of cancer causing chemicals (U.S. Surgeon General, 2006). If you smell smoke, you are breathing these chemicals, whether it occurs indoors or outdoors.

For the health and safety of [insert patient name] and the other residents in your association, please consider adopting a smoke-free policy.

Sincerely,

[Healthcare Provider's Name]  
[Healthcare Provider's Clinic]