



VANCOUVER HOUSING AUTHORITY SMOKING POLICY

PURPOSE: To address the increased risk of fire, increased maintenance costs and the known adverse health effects of secondhand smoke. The property located at **(address)** has been designated as smoke-free by Vancouver Housing Authority (VHA).

SCOPE: This policy applies to any and all persons entering a Vancouver Housing Authority smoke-free property, including but not limited to, VHA residents, their guests and visitors, VHA contractors, and VHA employees.

EFFECTIVE DATE: JULY 1, 2011

POLICY:

1. Smoking will be prohibited in individual housing units and common areas of properties designated by Vancouver Housing Authority as smoke-free. The term “smoking” means the carrying, inhaling, burning or smoking of any lighted pipe, cigar, cigarette, or other tobacco product in any manner or any form.
2. "Individual housing units" are defined as the interior and exterior spaces tied to a particular unit. This includes, but is not limited to, living rooms, bedrooms, hallways, kitchens, bathrooms, garages, carports, patios, and entryways.
3. “Common spaces” are defined as areas that are open to the public, including but not limited to sidewalks, community patios and gardens, parking lots, and any other area of the building or complex that is accessible to employees, residents and guests.
4. Smoking is permitted only in designated areas outside the building. Designated smoking areas will be a minimum of 10 feet from building entrances and windows.
5. Residents and guests who smoke are required to smoke only in designated smoking areas and dispose of their smoking materials in proper ashtrays or receptacles placed for the safe disposal of cigarette/cigar butts and lit matches.
6. The VHA management and maintenance employees will be responsible for enforcement of this smoke-free housing policy.
7. Failure to comply with the terms and conditions of the smoke-free policy is a material violation of the lease and subjects the resident to possible legal sanctions, up to and including termination of the lease and possible financial costs to remove evidence of smoking from units.

RESIDENT RESPONSIBILITY:

1. It shall be the Resident's responsibility to inform his/her household members, and guests of this Smoking Policy.
2. The Resident shall prohibit smoking by his/her household members or guests while on the premises that would violate this Policy.
3. Failure to comply or upon repeated violations to the Policy may be cause for lease enforcement actions.

-OVER-

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

As head of household, I have read the Smoking Policy as written above and understand its provisions. I agree to abide by these provisions fully, and understand that failure to comply with any part of the above after sufficient notice of the violation shall be cause for termination of my Lease. I have received a copy of this policy.

RESIDENT(s):

Head of Household (please print) Date

Head of Household (Signature) Date

Spouse (Signature) Date

Other Adult Member (Signature) Date

Other Adult Member (Signature) Date

**HOUSING AUTHORITY OF
THE CITY OF VANCOUVER:**

Property Manager (please print) Date

Property Manager (Signature) Date