

SMOKE-FREE POLICY - LEASE ADDENDUM (RD Family Communities)

Adopted December 1, 2014

Effective July 1, 2015

Policy

Smoking is prohibited inside all residential units (including porches, patios and balconies), as well as all indoor common areas such as the clubhouse office, multi-purpose room and laundry room. In addition, smoking is not allowed within twenty-five (25) feet of all buildings. This policy applies to all residents, guests, employees, service personnel and all other visitors to the property.

Purpose

This policy has been established to protect and promote the health and well-being of our residents, staff and visitors. In addition this policy will mitigate the increased maintenance, cleaning and redecorating costs from smoking and will reduce the risk of fire caused by smoking.

Definition of Smoking

The term "smoking" means inhaling, exhaling, breathing or carrying any lighted tobacco product, including high-tech smoking devices commonly referred to as electronic cigarettes.

Compliance

Enforcement of this policy is the shared responsibility of all residents, the Landlord and staff personnel. Residents shall inform their guests of the smoke-free policy and promptly give Landlord a written statement of any incident where they see smoking occurring or smell the effects of smoke. Landlord will promote this policy by posting signs on the property as well as posting this policy in common areas.

Implementation

On December 1, 2014 all residents will be notified by being given a copy of this policy that starting July 1, 2015, this Smoke Free Policy will go into effect and that all lease renewals effective July 1 and after, will have to abide by the policy. Until that time, existing residents will be allowed to continue smoking inside their residential unit, including the porch, patio or balcony.

Guests, employees, service personnel and all other visitors to the property will be subject to this policy on July 1, 2015.

Failure to comply with the policy will constitute grounds for termination of lease.

Resident Acknowledgement:

I have read and understand the above Smoke-Free policy and agree to fully comply.

Resident Signature

Date

Resident Signature

Date

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W. Washington, D.C. 20250-9410, by fax (202)690-7442 or email at program.intake@usda.gov.