

HOUSING AUTHORITY OF THE CITY OF PASCO AND FRANKLIN COUNTY
PUBLIC HOUSING ADMISSION AND CONTINUED OCCUPANCY POLICY

Smoke-Free Policy

Exhibit G

To preserve air quality and healthful conditions for tenants of the Housing Authority of the City of Pasco and Franklin County (HACPFC), the Board of Commissioners adopted Resolution #07/08-821, on January 31, 2008. This resolution designates all buildings owned by HACPFC as smoke-free. Smoking is not permitted in any HACPFC-owned building, including individual apartments. "No Smoking" signs are posted outside all HACPFC-owned buildings. The smoke-free policy must be followed by all tenants, employees, guests, and service persons.

- A. By signing the following certification, **applicants** acknowledge and agree to adhere by the smoke-free policy, should they be accepted into the Public Housing program. Applicants are defined as those who are not currently housed by HACPFC, but have submitted an application for consideration.
- B. By signing the following certification, **tenants** acknowledge and agree to adhere to the smoke-free policy. Any tenant who fails to follow the smoke-free policy in and around HACPFC-owned buildings commits a lease violation. Tenants are defined as those who have undergone and passed all screening criteria and are currently housed by HACPFC.
- C. **Smoking is not permitted in entryways, balconies or patios. Smoking is permitted only in specifically designated areas outside of the buildings and more than twenty-five (25) feet away from HACPFC-owned building(s).**
- D. If a tenant smells/suspects tobacco smoke in any area of an HACPFC building, the tenant is to report this to the Administrative Office as soon as possible. Management staff will investigate and take appropriate action. Any tenant that refuses to follow the smoke-free policy thereby creating a hostile environment for their neighbors will have their housing terminated in accordance with their lease.
- E. At lease-up and each annual appointment, tenants will be presented with two (2) copies of the following certification/acknowledgment. After review, the tenant will sign both copies and return one to HACPFC and keep one (1) for personal reference. HACPFC's copy will be placed in the tenant's file.

**Housing Authority of the
City of Pasco and Franklin County
(HACPFC)
Admissions and Continued Occupancy Policy
Smoke-Free
Applicant/Tenant Acknowledgement**

APPLICANT CERTIFICATION

I/We have read or had explained and understand HACPFC's smoke-free policy and I/We agree to comply fully with the provisions.

Applicant Signature: _____

Applicant Signature: _____

Applicant Signature: _____

Applicant Signature: _____

Applicant Address: _____

Date: _____

TENANT CERTIFICATION

I/We have read or had explained and understand HACPFC's smoke-free policy and I/We agree to comply fully with the provisions. I/We understand that failure to comply may constitute termination of my lease.

Tenant Signature: _____

Tenant Signature: _____

Tenant Signature: _____

Tenant Signature: _____

Tenant Address: _____

Date: _____