**NOTICE OF SMOKING INCIDENT**

**PROPERTY/ADDRESS**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**DATE**:\_\_\_\_\_\_\_\_\_\_

**RESIDENT/LEASEE**:\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ **UNIT NO**:\_\_\_\_\_\_\_\_

This notice is to inform management of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ of the following smoking-related incident: (Property Development)

Description of incident:

|  |  |  |
| --- | --- | --- |
| \_\_\_\_\_ | 1. | Smoking upon entering rental unit |
|  | 2. | Smoking observed in indoor common area |
|  | 3. | Smoking observed in outdoor area |
|  | 4. | Other: |

Remarks/Detailed Description:

Please submit this form to the rental office

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Tenant Signature Date

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Landlord/Management Signature Date

**\***Source: mnsmokefreehousing.org and the Smokefree Housing Coalition of Maine