

SUGGESTED SMOKING POLICY TO USE

PER RICH JUNGMAN – HOBBS GROUP/KIRKLIN & CO LLC

- Completely ban smoking and candle burning inside the chapter house. With the candles, if they are used in a formal chapter ritual, that would be the exception to the rule.
- If a complete ban of smoking is not feasible at the chapter, then allow it only in a designated area and make sure that proper extinguishing equipment is available and it is dumped daily after it has been doused with water. Smoking should not be allowed in tenant's rooms. There should be no compromise on the candle issue. Candles and undergraduates = a disaster waiting to happen.
- Incorporate the prohibition of smoking and candles into your lease agreements with the tenants. Make sure it addresses that if damage is a result of a fire that starts in their room as a result of careless smoking or candle burning, they agree to be held personally liable even if they didn't smoke the cigarette or light the candle. This will help monitor the compliance of your policy through self policing.
- Make sure the tenants are aware of the condition in their lease and make sure the policy is communicated regularly to the undergraduates. The message must be communicated frequently with this age group.

I hope this will help you in your efforts to provide an affordable and safe living experience for your undergraduate members. If you have any questions, please feel free to contact me.

Best regards,

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