

## Tenant Bulletin

**Date:** July 26, 2010  
**To:** Edna Lucille Goodrich Tenants  
**From:** Tohni Rainwater, Property Administrator  
**Re:** **ELG building - Smoking**

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The fire dept responded to a small grass fire in the visitor's parking lot at ELG over the weekend. They found a burned cigarette butt in the grass and said the fire could have been much worse.

Summer's hot, dry season is here leaving much of the landscape tinder dry. This is especially true at ELG building since there is no irrigation onsite. If you are a smoker, please make sure to limit your smoking to the designated smoking shelter and use the ash urns to place cigarette butts. Please do not throw cigarette butts into the landscaping even if you think it's out. Cigarettes can smolder for a long time and ignite without warning!

### ***Smoking Policy***

Washington State law prohibits smoking in entrances, lobbies, restrooms, corridors, loading dock or other common areas. The ELG Building is a smoke-free environment. Tenants shall not allow smoking in their offices. Smoking is prohibited in all offices, stairwells, common areas and the loading dock. Smoking is not allowed on the plaza or adjacent to building entrances. Those who wish to smoke will find a convenient smoking shelter located in the parking lot.

For more on building policies please see the Tenant Handbook on the ELG Building Website ([www.elgbuilding.com](http://www.elgbuilding.com))

Thank you for your cooperation!

Sincerely,

Wright Runstad & Company  
Property Management  
360-528-4020