

# Attachment F

## *Insert Organization Name* Tobacco-free Policy

The use of tobacco products and vapor products is prohibited at all times on all Organization Property (indoors and outdoors), including organization-owned and/or organization-leased vehicles. This policy applies to every employee, unpaid staff, vendor, *student*, visitor and any other person present on Organization Property.

Signature: \_\_\_\_\_ Date Adopted: \_\_\_\_\_

Note: The **red** text represents fields that will need to be edited by the applicant organization. At a minimum, the applicant agency's name must be present somewhere within the tobacco-free policy. The word 'student' may be deleted for organizations outside of schools or higher learning institutions.