

[Your first and last name]
[Address]
[Postal code, Locality]
[Telephone number]
[Email address]

[Date]

[Name of tenants' association,
cantonal section/locality]
[Address]

Request for support regarding secondhand smoke nuisance

Madame, Sir,

I am writing to your association regarding a persistent problem with tobacco smoke regularly entering my home, located at [full address].

For several months, cigarette smoke from [e.g. "neighboring apartment No. X" or "the balcony of apartment No. Y"] has been seeping into our rooms—specifically [e.g. the bedroom and the living room]—particularly between [e.g. 5:30 p.m. and 10:00 p.m.]. Despite various personal measures (draft-proofing, air purifiers, frequent airing out), the situation persists.

I have already contacted the neighbours in question directly, but to no avail. I subsequently sent a detailed letter to the property management company on [date], outlining the facts and requesting their intervention. To date, the management company has [either not responded or responded without proposing a concrete solution].

In this context, I am seeking your association's support to:

1. Assess my situation under tenancy law and Articles 259a and 257f of the Code of Obligations.
2. Advise me on possible courses of action (formal notice, rent reduction, complaint).
3. If necessary, intervene directly with the property management agency or assist me with the required procedures.

I am enclosing with this letter a copy of the letter I sent to the property management company, as well as [any other supporting documents: photos, logs of disturbances, medical certificates, etc.].

I sincerely thank you in advance for your consideration of my request and remain at your complete disposal for any further information.

Please accept, Madam, Sir, the expression of my distinguished regards.

[Your name]

[Your signature]