

Dear Tenant:

We are writing to inform you that because of a new City law, we will be installing one or more carbon monoxide detectors or combination carbon monoxide/smoke detectors to replace the detectors currently in your apartment. Local Law 75 of 2011 requires owners to replace these devices when the time period since their installation is greater than the manufacturer's suggested useful life.

Carbon monoxide is a colorless, odorless, tasteless and toxic gas that is totally undetectable by human senses. Many people are killed each year by accidental carbon monoxide poisoning. Properly working and installed carbon monoxide alarms can provide an early warning before these deadly gases become dangerous.

Most situations resulting in the activation of carbon monoxide alarms are not life-threatening, but are an early warning of a potentially serious problem. If your alarm goes off, stay calm and do the following:

- *Open windows to ventilate the apartment.*
- *Check to see if any members of the household, including pets, are experiencing flu-like symptoms.*
- *Call 911 and evacuate the occupants of the apartment to a safe location.*

Tenants of an apartment in which carbon monoxide detectors have been replaced because the devices have exceeded their useful lives are required by law to reimburse the owner in the amount of \$25.00 per device or a maximum of \$50.00 where a combined smoke and carbon monoxide detecting device is installed for the cost of providing and installing each detector. Tenants have one year from the date of installation to make this reimbursement.

Tenants are also responsible for maintaining the carbon monoxide alarms in good repair and must replace any alarm that is stolen, removed, missing or rendered inoperable during their occupancy. Tenants must also reimburse owners \$25.00 or a maximum of \$50.00 where a combined smoke and carbon monoxide detecting device is, if, within one year from the date of installation, a carbon monoxide alarm is replaced as a result of the tenant's failure to maintain the device or if the device has been removed or damaged.

If you have any question about the devices, please contact the management office at (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_.