Date:

To: Company Name

Dear Sir/Madam,

**Re: Do I own or help finance tobacco companies?**

I am a customer/ member/ policy holder of your Superannuation Fund / Pension Fund / Bank / Insurance company and I am interested in your policy on tobacco.

I hope that you are one of the growing number of financial institutions that have a stated policy to be tobacco-free. Many financial organisations have implemented tobacco-free policies in the past five years, spanning investment, lending and insurance. This is terrific progress; however, most financial institutions are still financing or investing in tobacco companies.

The World Health Organization has described the current period of time as ‘the global tobacco epidemic’, with tobacco being responsible for eight million deaths every year, as well as cigarette butts being the number one ocean plastic. There are no redeeming features of tobacco and I do not wish to contribute to the problem.

Could you please advise:

* Do I own shares in any tobacco manufacturers?
* Has a comprehensive tobacco-free finance policy already been implemented?
* If not, is this issue being considered by your executive team and Board?

To see what other banks, insurers, superannuation and pensions funds are doing and to find more information, you may wish to review this website:

<http://www.tobaccofreeportfolios.org/>

I look forward to your response.

Yours faithfully,