



REQUEST FOR REASONABLE ACCOMMODATION

Applicants or residents may use a letter with this type of language when requesting to live with a service animal as a reasonable accommodation. Use of this form is not required, but it is recommended that you document accommodation requests in writing.

Date: _____

To: Windermere Management
541 W. Bakerview Rd
Bellingham,WA 98226

I have a disability as defined by the fair housing laws. I use a service/companion animal to assist me with the functional limitations related to my disability. My service animal/ companion enhances my ability to live independently, and to use and enjoy my dwelling fully.

Type of service animal (dog, cat, etc.): _____.

As an accommodation for my disability, I request that you:

- Waive your "no-pet" Policy
- Waive your pet weight/height restrictions
- Waive your pet deposit of fees
- Other: _____

In conjunction with this request for a reasonable Accommodation, Windermere Management will require a letter from your Heath Care Provider or other qualified third party who, in their professional capacity, has knowledge about your disability and need for a reasonable accommodation. The letter verifies that you have a disability as defined in the fair housing laws, and that you have a disability-related need for a service/companion animal.

Windermere Management will notify you with a response to your request within 5 business days of receipt of all necessary documentation.

Signature of Tenant

Print your name, address and telephone number

Guidance for Health Care and Qualified Professionals: Verifying Reasonable Accommodation Requests

Dear Health Care Provider or Qualified Individual:

Fair housing laws allow an individual who has a physical, mental or sensory disability to request that a housing provider grants him/her a reasonable accommodation (a change in rules, policies, or practices). Once a person has made a request, a housing provider may request verification from a qualified expert (a doctor, medical professional, or other qualified third party who, in their professional capacity, has knowledge about the person's disability). The verification should state that the person is disabled, that the request is necessary, and related to the disability.

For purposes of requesting a reasonable accommodation for housing in Washington state, disability is defined as "the presence of a sensory, mental, or physical impairment that: (i) is medically cognizable or diagnosable or (ii) exists as a record or history or (iii) is perceived to exist whether or not it exists in fact." Additionally, "a disability exists whether or not it limits any other activity..."

The verification should include the following items:

- I. Qualification of person writing the verification letter.
- II. Nature of contact the professional has had with the person making the request
- III. Statement that the client has an impairment that meets the state definition of disability
 - a. *Important note: Revealing a diagnosis puts your client at risk of additional discrimination. Before naming a specific diagnosis, you may need your client's informed consent. If a client wants the diagnosis kept confidential, it is advisable to use a general description such as "mental condition" without naming a specific diagnosis.*
- IV. **Effects of Impairment.** Please describe how the impairment affects one or more major life activities. Impairments: including physiological, mental, psychological or physical diseases, disorders or conditions. Examples of major life activities are self-care, performing manual tasks, seeing, hearing, speaking, breathing, learning, and communication.
- V. Please describe how the accommodation requested is necessary to afford the person the opportunity to access housing, maintain housing, or for full use and the opportunity to enjoyment of the housing. Be sure to use words like: "necessary," "essential," "prescribed"; when describing why the condition creates a need for the accommodation, because housing providers must make only those accommodations that are necessary. The role of the verifier is to establish that the need derives from a disability.