

INSTRUCTIONS

The following sample letter is designed for individuals with disabilities who are seeking housing accommodations. The purpose of this letter is to provide such a person with a written reasonable accommodation request if he or she faces discrimination. Please note this sample letter is not intended to be legal advice or a substitute for professional services. It does not establish an attorney-client relationship.

Please read the following before filling out the sample letter.

Replace the sample text in parentheses with your own information.

The sample paragraph should be replaced with a description of your situation. This paragraph is meant for you to: (1) identify why you need a reasonable accommodation, (2) how you would benefit from the accommodation based on your disability, and (3) how the accommodation would allow you to use and enjoy your home.

If you experience any technical problems with downloading this document, please contact the Disability Rights Legal Center at DRLC@lils.edu.