

## Request for Reasonable Accommodation

1. Case No: \_\_\_\_\_ Date: \_\_\_\_\_

Case Name: \_\_\_\_\_

2. Name of Person Requesting: \_\_\_\_\_

Address: \_\_\_\_\_ Phone No.: \_\_\_\_\_  
(Mailing Address) (Area Code, Phone Number)

\_\_\_\_\_ E-mail: \_\_\_\_\_  
(City, State, Zip Code)

3. I am participating in a court proceeding/activity as a (check all that apply):

- Petitioner/Plaintiff     Defendant/Respondent     Attorney  
 Witness                       Juror                               Judicial Officer  
 Other (specify interest in or connection to proceeding, if any) \_\_\_\_\_  
\_\_\_\_\_

4. List all known dates/times the accommodation(s) are needed (specify):

\_\_\_\_\_  
\_\_\_\_\_

5. Why is an accommodation needed?

\_\_\_\_\_  
\_\_\_\_\_

6. What accommodation would you like? And why?

\_\_\_\_\_  
\_\_\_\_\_

7. Please provide any information that would help the court respond to your request.

\_\_\_\_\_  
\_\_\_\_\_

8. How do you want to be informed of the status of your request for accommodation?

- Phone     Writing     E-mail     In person     Other (specify):

Date: \_\_\_\_\_



\_\_\_\_\_  
*(Signature of Person Requesting)*

\_\_\_\_\_  
*(Print Name of Person Requesting)*