

Housing Reasonable Accommodation Request Template (PDF)



The form is titled "OFFICIAL REQUEST" and "UNITED STATES OF AMERICA". The main heading is "Reasonable Accommodation SERVICE DOG REQUEST". It includes fields for "Animal Name", "Handler Name", "Animal Breed", and "Registration State" (with "Pennsylvania" pre-filled). A central seal features a red dog silhouette. The text explains the "RIGHT TO SUPPORT ANIMALS IN HOUSING" under the Fair Housing Amendments Act of 1988, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act. It also covers "LEGAL RIGHTS TO REASONABLE ACCOMMODATION", citing discrimination under the FHA and the Department of Housing and Urban Development (HUD). The form concludes with the website "myserviceanimal.org".

OFFICIAL REQUEST
UNITED STATES OF AMERICA

Reasonable Accommodation
SERVICE DOG
REQUEST

Animal Name _____ Handler Name _____
Animal Breed _____ Registration State: Pennsylvania

RIGHT TO SUPPORT ANIMALS IN HOUSING:

The fair Housing Amendments Act of 1988, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act protect the right of people with disabilities to keep Service Animal, even when a landlord's policy explicitly prohibits pets. Because service animals are not "pets", but rather are considered to be more like assistive aids such as wheelchairs, the law will generally require the landlord to make an exception to its "no pets" policy so a tenant with a disability can fully use and enjoy his or her dwelling. In the most housing complexes, so long as the tenant has a letter or prescription from an appropriate professional, such as therapist or a physician, and meets the definition of a person with a disability, he or she is entitled to a reasonable accommodation that would allow service animal in the apartment, condominium, rental house, etc.

LEGAL RIGHTS TO REASONABLE ACCOMMODATION

Discrimination under the FHA includes "a refusal to make reasonable accommodations in rules, policies, practices, or services, when such accommodations may be necessary to afford [a person with a disability] an equal opportunity to use and enjoy dwelling." 42 U.S.C. 3604(f)(3)(B). So long as the requested accommodation does not constitute an undue financial or administrative burden for the landlord, or fundamentally alter the nature of the housing, the landlord must provide the accommodation. The Department of Housing and Urban Development (HUD) and several courts have explicitly stated that an exemption to a "no pets" policy would qualify as a reasonable accommodation. See, e.g., *Brink v. Inachen*, 54 F.3d 425, 429 (7th Cir. 1995) (balanced against landlord's economic or aesthetic concerns as expressed in a no pet policy, deaf tenant's need for accommodation of hearing dog is per se reasonable); *Parker v. Village of Shadyville Condominium Association*, No. 56-805 (W.D. Pa. May 20, 1998) (independent condominium association had not presented any evidence suggesting that the tenant's assistive animal created a threat or disturbance, and therefore violated the FHA by failing to provide a reasonable accommodation); *Consensus Requirements of Subsidized Multifamily Housing Program* HUD, No. 4350.3, exhibit 2-2 (1996) (it would not constitute a fundamental alteration in the nature of the program or activity to require the Owner to make an exemption to the no pets rule so that tenant could keep assistive animal, where "assistive animal" includes service animal).

myserviceanimal.org

Formally Request Permission for Your Assistance Animal

Navigating "No-Pet" policies in rental housing can be stressful and confusing. The **Housing Reasonable Accommodation Request Template** is a professionally drafted document designed to help you assert your rights under the **Fair Housing Act (FHA)** and Section 504 of the Rehabilitation Act.

This is not just a polite letter—it is a formal legal notification to your landlord or property manager. It clearly explains that your request to keep a Service Dog or Emotional Support

Animal (ESA) is a request for "reasonable accommodation" for a disability, not a request to keep a pet.

Why You Need This Document:

- **Legal Precision:** The template uses the correct legal terminology required by the U.S. Department of Housing and Urban Development (HUD). It distinguishes your Assistance Animal from a standard pet, ensuring exemptions from breed restrictions, pet deposits, and monthly pet fees.
- **Professional Tone:** Submitting a handwritten note or an email can sometimes be ignored. Submitting a formal PDF request commands attention and shows that you are knowledgeable about your federal rights.
- **Clear & Concise:** It removes the guesswork of what to write. The template clearly outlines your request, references the specific laws protecting you, and instructs the landlord on their legal obligation to respond.