

Service/Companion Animal Request for Reasonable Accommodation and Agreement

Resident(s): _____

Owner/Agent: _____

Leased Premises: _____ Unit #: _____

City: _____ State: _____ Zip: _____

Federal, and State laws require that Owner/Agents provide reasonable accommodations to individuals with a disability, this includes the accommodation of a service or companion animal. Emotional support or companion animals are not legally defined in the same way as service animals, and are generally not trained to perform a specific task however, these animals are covered under the Fair Housing Act and ADA and require that Owner/Agent make reasonable accommodation and be exempt from no pet policies. Resident will be asked to provide written proof in the event that the disability is not obvious or apparent. The Owner/Agent may ask to verify that the resident is in 'need' of the companion animal.

Resident requests reasonable accommodation to have a service/companion animal in the unit. This request is for: _____ [Resident's Name]. I/Resident need(s) this accommodation for: _____

☐ Resident Verbally requested that a Service Animal be permitted.

☐ Service Animal was requested by _____, relationship to Resident _____.

Proof of Need. Submit to Owner/Agent written proof from a Doctor, Therapist, Psychiatrist, Psychologist, Social Worker, or other healthcare professional as required by law, stating that the animal helps cope with the person's disability or provides emotional support. The certification should include the issuer's license number, contact and business information; as well as number of necessary companions. Proof should be provided on a prescription, or letterhead.

Owner/Agent will notify Resident in writing within 14 days of receiving all necessary information, request, and or proof of the decision.

Upon acceptance of the request, Resident shall complete and submit, Appendix A of the Companion Animal Agreement.

Service/Companion Animal Responsibility. The Resident is responsible for his/her companion animal. If a companion animal becomes unruly, disturbs the peace and quiet enjoyment of other residents through nuisance, excessive noise including barking, whining, or whose behavior poses a threat to the health and safety of others, resident may be asked to remove animal from Premises.

Resident is responsible for cleaning up after service/companion animal and dispose of all waste; in addition, Resident must observe all leash laws. Resident must keep animal in control at all times when on the grounds.



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While service/companion animals are not pets, animal must have all vaccinations required by law and provide proof of vaccinations to Owner/Agent. Further Resident acknowledges that the animal must be leashed.

Service/Companion Animals that appear to be poorly cared for or abused will be reported to the appropriate authority for removal at the Resident's expense.

No Companion Animal will be allowed in the Premises unless a Companion Animal Agreement is completed. Resident may not bring additional companion animals into the Premises that have not been approved or add companion animals without prior written request, approval and documentation.

Resident(s):

_____	Date _____
_____	Date _____
_____	Date _____
_____	Date _____

Owner/Agent:

_____	Date _____
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Appendix A Service/Companion Animal Agreement

Companion Animal Name: _____
Breed: _____
Color: _____
Type of animal: _____
Gender: _____
License No.: _____
Weight: _____
Age: _____
Description: _____
Veterinarian: _____
Emergency contact: _____

Owner Agent must be notified of significant changes to above.

PHOTO: Photo must be provided for file.

LICENSES: Animals should be licensed in accordance with all applicable State and local laws. Copy of license must be provided for file.

VACCINATIONS AND INOCULATIONS: Please attach a document from a qualified Veterinarian indicating the Animal has met all vaccination and inoculation requirements in your area. The document should indicate types of vaccinations and inoculations received and dates.

GENERAL:

1. Resident agrees Animal will not be permitted outside Resident's unit unless restrained on a leash. Owners of dogs and cats must be able to contain the dog and cat in the Premises. If the animal is being taken for a walk in a common area, it must be leashed and under the control of a competent person who is capable of restraining the Animal.
2. Resident agrees no Animals will be tied or placed outside of the unit, including but not limited to patio and balcony areas.
3. Any mess created by Animal shall immediately be cleaned up by Resident. Resident must provide and maintain an appropriate litter box, if applicable. Use of the grounds or premises for unsanitary purposes is prohibited.
4. Resident shall pay a de-fleaing charge at the termination of lease if it is determined there are fleas.
5. Resident shall maintain control of Animal at all times and represents that Animal will not cause any damage, discomfort, annoyance, nuisance or in any way to inconvenience, or cause complaints, from any other Resident or employee.
6. In the event that Owner/Agent, contractor, or maintenance personnel need access to the unit, the Animal will be confined during such period unless animal is a service animal.
7. Resident shall be liable to Owner/Agent for all damages or expenses incurred by or in connection with Animal, and shall hold Owner/Agent harmless and indemnify Owner/Agent for any and all damages or costs in connection with Animal.
8. Resident will not leave food or water for the Animal outside of the unit;
9. Resident will not breed the Animal at the community without the written approval of Management;
10. Resident agrees to keep the Animal licensed in accordance with applicable ordinances, regulations and laws.
11. Resident must keep current all vaccinations and must attach proof herein.
12. Should Resident fail to comply with any part of this Agreement, the Owner/Agent reserves the right to revoke permission to keep the Animal. In such event, Resident agrees to permanently remove the Animal from the premises within 72 hours of receiving



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written notice thereof from the Owner/Agent; failure to comply with same shall be grounds for immediate termination of the Rental Agreement.

13. Resident agrees that Owner/Agent may request proof of need of animal each year as permissible by law, unless, disability is obvious.

By signing below, Resident(s) acknowledges and confirms that he/she has received, reviewed and understands this Agreement.

This Agreement may be executed in counterparts and facsimile copies of same shall be admissible for all purposes and shall be deemed an original.

Resident(s):

_____	Date _____
_____	Date _____
_____	Date _____
_____	Date _____

Owner/Agent:

_____	Date _____
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Sample letter for Companion Animal Accommodation.

I [Name of professional (Therapist, physician, psychiatrist, rehabilitation counselor)]

_____, the undersigned swear and affirm that the _____ [Patient/Resident Name] requires a Companion Animal. I am intimately familiar with his/her medical history and with the functional limitations imposed by his/her disability. The _____ [Patient/Resident] has certain limitations. To assist in alleviating these difficulties, and to enhance his/her ability to live independently, I am prescribing a service or emotional support animal that will assist the resident in coping with his/her disability.

This reasonable accommodation should be granted. through _____ [date].

Sincerely,

Signature,

[Name of Professional and Lic. #]



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