Disability Rights WISCONSIN

Form Letter: Asking Your Landlord for a Reasonable Accommodation

This form letter shows what can be in your letter to your landlord or property manager. It is not legal advice. For legal advice specific to your situation, please talk with an attorney.

About This Form Letter

You may use this letter to ask your landlord to give you a reasonable accommodation in your housing. You can do this by explaining your disability and listing the reasonable accommodations you need to use the housing you live in.

How to Use This Form Letter

You can type your information into this form letter using your computer and print it out. If you don't have a computer or can't use one, you can print the form letter out and fill it in by hand.

You may send the letter with a statement from the U.S. Department of Justice (DOJ) and U.S. Department of Housing and Urban Development (HUD). The statement explains housing providers' duties under the federal Fair Housing Act (FHA), including how to handle reasonable accommodation requests like this one.

"**Reasonable Accommodations Under the Fair Housing Act**" statement:
www.justice.gov/sites/default/files/crt/legacy/2010/12/14/joint_statement_ra.pdf

You may want to ask the landlord for a response within 1-2 weeks. This will give them time to reply to your letter.

Once you have filled out the letter, you can mail it, email it, or drop it off with your landlord. Keep a copy of the letter for yourself. You can write down when you sent your letter and when you are expecting a reply.

1-800-928-8778 Toll Free | **disabilityrightswi.org**

_____, _____

Date Year

Re: Accommodation Request for _____

Address: _____

Dear _____,

I am a **person with a disability** as defined under the Americans with Disabilities Act (ADA), the Fair Housing Act (FHA), and Wisconsin's Open Housing Law. This means I have a physical or mental impairment that substantially limits one or more of my major life activities. My disability stops me from _____

_____.

Housing law makes it illegal to discriminate against protected groups, including people with disabilities, in housing. This means housing providers can't refuse to make **reasonable accommodations** (changes in policies, practices, or services) which may be necessary for someone with a disability to use and enjoy their housing. Providers can't charge extra fees or deposits as a condition of giving a reasonable accommodation.

I'm writing to ask for a **reasonable accommodation** so I can use and enjoy my home. The accommodation I am asking for is _____

_____.

I'm including a statement from the **U.S. Department of Justice (DOJ) and the U.S. Department of Housing and Urban Development (HUD)**, which goes through housing providers' duties under the FHA.

Please respond to this letter within the next **ten business days**. Please note that housing providers must respond promptly to a reasonable accommodation request. Let me know if you have any questions or concerns. You can call me at _____ or email me at _____. Thank you for your time and help with this.

Sincerely,

_____