



REQUESTING REASONABLE ACCOMMODATIONS & MODIFICATIONS FROM LANDLORDS

If you have a disability, you can ask your landlord to make changes so you can use and enjoy your apartment like any tenant without a disability. Under fair housing laws, there are two kinds of changes you can request.



WHAT IS A DISABILITY?

For reasonable accommodations and modifications, a disability is any health or medical condition that substantially limits you in your activities, like asthma, arthritis, depression, paralysis, and vision loss. If you aren't sure if you need an accommodation or modification because of a disability, you can ask your doctor or an attorney.

REASONABLE ACCOMMODATION

A change to a rule, policy, or procedure that your landlord makes. You usually do not have to pay for the cost of reasonable accommodations.



REASONABLE MODIFICATION

A physical change to your unit or a common area that your landlord allows you to make with their permission. Your landlord may require you to pay for it (unless your landlord receives federal funding) and may require you to change things back when you move out.

WHAT A REQUEST LOOKS LIKE

Every request should have 2 parts:

1
2

THE CHANGE YOU NEED

HOW THE CHANGE IS CONNECTED TO YOUR DISABILITY

EXAMPLES: REASONABLE ACCOMMODATIONS

I need anyone entering my unit to wear a mask

because I have a health condition that puts me at risk upon COVID-19 infection.

I need a notice prior to landlord/maintenance entry

because I have a health condition that puts me at risk upon COVID-19 infection.

I need to move to a first floor apartment

because I have trouble using the stairs.

I need a parking space close to my apartment

because I can't walk long distances.

I need to pay rent on the 5th

because my disability check comes after rent is due.

I need all written notices sent by e-mail

because I can't read print.

I need to live with my service animal

because it helps me with tasks I can't do.

I need nonchemical pest control

because spray treatment makes my breathing problems worse.

EXAMPLES: REASONABLE MODIFICATIONS

I need to lower the countertops

because I can't reach them from my wheelchair.

I need to add grab bars in the bathroom

because I have trouble with balance.

I need to remove the bedroom door

to make room to turn my scooter.

I need a flashing doorbell

because I can't hear when someone knocks on the door.

I need to add outlets

because I have extra medical equipment that uses electricity.

HOW DO I ASK FOR A REASONABLE ACCOMMODATION OR MODIFICATION?

USE THE INCLUDED TEMPLATE TO MAKE A REQUEST IN WRITING (SEE THE BACK FOR AN EXAMPLE!)



1 Write the change that you want your landlord to make or approve and the reason you need the change – make sure it is connected to your disability!



3 Sign and date the letter.



4 Take a picture or make a copy and keep it for your records.



2 Print your name, address, apartment number and telephone number.



5 Mail the letter, or turn it into the place where you pay rent.

IF YOUR LANDLORD DOESN'T RESPOND TO YOUR REQUEST...

talk to the BASTA organizer working with your tenants association. If there is not a tenants association at your property and you live in the Austin area, the Austin Tenants Council helps tenants advocate for the changes they need.

Their phone number is (512) 474-7006 and their website is www.housing-rights.org

YOUR LANDLORD SHOULDN'T DIAGNOSE YOU, LISTEN TO THE POSSIBLE DIAGNOSES OF OTHERS WHO AREN'T PART OF YOUR TREATMENT TEAM, OR MAKE DECISIONS ABOUT QUARANTINING.

DO I HAVE TO PROVIDE DISABILITY INFORMATION TO MY LANDLORD?

If your disability is not obvious, your landlord may ask for proof that your request is because of a disability. If that happens, you will need to provide a letter from your doctor that explains how the change you are requesting is connected to your disability. You do not have to provide your landlord with your diagnosis or medical history. If you don't think your doctor would say you need the change, you may not want to ask for the change.



Reasonable Accommodation or Modification Request

Austin Apartments
Name of the property where I live
123 First Street
Address where I pay rent
Austin TX 12345
City, State, Zip

Delivery Method: <input checked="" type="checkbox"/> Certified Mail # <u>1234 5678 9123 4567 8912</u> <input type="checkbox"/> Regular Mail <input type="checkbox"/> In Person

Accommodation or Modification Requested for Unit # 101 Date: 1/1/18

I have a disability that is covered by the fair housing laws that apply where I live. I am writing to ask you to make a reasonable accommodation or modification. I need the following change(s):

I need all written notices sent by e-mail

I need to add grab bars in the bathroom

I need these changes because:

I cannot read print

I have trouble with balance

Please let me know what you decide in writing within ten business days. If you need more information, please let me know.

Thank you for your attention to this matter,

▶ John Hancock

Signature John Hancock

Printed Name

(512)123 - 4567

Phone

