

# SAMPLE

## Request for Assistance Animal Form

Please note that a letter or verbal request for a reasonable accommodation is also acceptable. This form is provided as a courtesy.

Date \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Landlord's Name \_\_\_\_\_

Landlord's Address \_\_\_\_\_

Landlord's Phone \_\_\_\_\_ Landlord's Email \_\_\_\_\_

- \_\_\_\_\_ is a person with a disability as defined by the Fair Housing Act. A disability is defined by the Fair Housing Amendments Act (42 USC § 3602 h) as a physical or mental impairment which substantially limits one or more major life activities.
- I am requesting permission to have an assistance animal under the federal Fair Housing Act.
  - \_\_\_ The animal I am requesting is a dog named \_\_\_\_\_
  - \_\_\_ The animal I am requesting is a cat named \_\_\_\_\_
  - \_\_\_ I am requesting another kind of animal \_\_\_\_\_
- I verify that this assistance animal is necessary in order for me to be able to have full use and enjoyment of the rental unit.
- I verify that this animal provides a disability-related service. This service is \_\_\_\_\_
- I understand that each request will be considered on a case by case basis.
- I understand that my landlord is not required to grant a reasonable accommodation request for an assistance animal if it is an unreasonable request or poses an undue administrative or financial burden, causes harm or danger to others, or is technologically impossible.
- I understand that I may be required to provide proof of my disability and/or disability-related need if my disability and/or disability-related need are not obvious. I will provide this proof if requested, in the form of a letter from a medical professional who is qualified to diagnose or treat my disability and who can attest personally to my disability and/or disability-related need.
- I understand that I am required to provide proof of proper licensing for dogs in Pennsylvania.
- I understand that the animal must be under my control at all times.
- I understand that the animal must be leashed when outside of the rental unit.
- I understand that I am responsible for caring for and cleaning up after the animal both inside and outside my rental unit.
- I understand that if my animal causes noise disturbances to others, that this request may no longer be reasonable.

- I understand that if I do not provide proper care or clean up after my animal both inside and outside of my rental unit, that this request may no longer be reasonable.
- I understand that The Assistance and Service Animal Integrity Act makes it a third degree misdemeanor to knowingly misrepresent an animal as an assistance or service animal, to intentionally create a document misrepresenting an animal as an assistance animal or service animal in housing, to provide a document to another falsely stating that an animal is an assistance animal or service animal for use in housing, or to fit an animal that is not an assistance animal or service animal with a harness, collar, vest, or sign that indicates the animal is an assistance animal for use in housing. A person who violates the Assistance and Service Animal Integrity Act can be charged with a summary offense and fined up to \$1,000.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**PLEASE NOTE:** Assistance animals under Fair Housing Amendments Act (FHAA) do not need to be trained to perform services or do work for a person with a disability. Assistance animals under the FHAA must serve a disability-related need. This includes providing therapy or emotional support. There is no existing registry or certification for Assistance Animals under the FHAA.

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