

## Reasonable Accommodation Request

Employee Name: \_\_\_\_\_

Date: \_\_\_\_\_

Accommodation needed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Justification for request: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Alternative accommodations that may also meet need: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

### Supervisor's Review

The above request for accommodation is:

- Approved
- Disapproved for the following reasons.
- Modified for the following reasons.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_