

SAMPLE LETTER
REASONABLE ACCOMMODATION LETTER FROM QUALIFIED
PROFESSIONAL (on letterhead)

This is a sample letter for use when supporting a request for a service animal as a reasonable accommodation. It should be submitted by a doctor or other medical professional, or other qualified third party who, in their professional capacity, is in a position to know about the resident's disability and need for a reasonable accommodation.

Date: _____

Dear Anchor M:

I am a {insert your professional title, such as doctor or other medical professional, or other qualified third party who has knowledge about the disability} of {name of resident}. I verify that s/he meets the definition of a disabled person under the fair housing laws.

I also verify that s/he has a disability-related need for a service animal to assist with the functional limitations relating to his/her disability. The animal needed is {a dog, cat, bird, etc.}.

Sincerely,

Name

Title

Address and telephone number