

ARLINGTON HOUSING AUTHORITY
4 WINSLOW STREET
ARLINGTON, MASSACHUSETTS 02474-3062

NOTICE OF RIGHT TO REASONABLE ACCOMMODATION

If you have a disability and as a result of your disability you need....

- A change in the rules or policies or how we do things that would give you an equal chance to live here and use the facilities or take part in programs on site,
- A change or repair in your apartment or a special type of apartment that would give you an equal chance to live here and use the facilities or take part in programs on site,
- A change or repair to some other part of the housing site that would give you an equal chance for you to live here and use the facilities or take part in programs on site,
- A change in the way we communicate with you or give you information.

You may ask for this kind of change, which is called a REASONABLE ACCOMMODATION.

If you can show that you have a disability and if your request is necessary and reasonable (**does not pose an undue financial or administrative burden or require a fundamental change in the program**), we will try to make the changes.

We will give you an answer as soon as possible unless there is a problem getting the information we need or unless you agree to a longer time. We will let you know if we need more information or verification from you or if we would like to talk to you about other ways to meet your needs.

If we decide not to do what you asked, we will explain the reasons and you can give us more information if you think that will help.

If you need help filling out a **REASONABLE ACCOMMODATION REQUEST FORM** or if you want to give us your request in some other way, we will help you.

NOTE: We will not tell others what you tell us unless you give permission and we will use what you tell us only to help meet your request.