

Date: _____

To the Judge of _____ Court
Re: Disability Related Reasonable Accommodation Request

Dear Judge _____:

My name is _____ and I have a case in your court. The case number is _____.

I have a disability as defined by law. My disability is _____.
Because of this disability, I will need reasonable accommodation(s) to present or defend my case. I am asking for the following reasonable accommodations:

- 1.) _____
- 2.) _____
- 3.) _____

I am making this request based on the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973, and any state law.

My next scheduled court appearance is on _____.

Please let me know as soon as possible whether I can get accommodations, and what they are. I can be reached by phone at _____, by email at _____, or by regular mail at _____.

Thank you very much.

Sincerely,

Signature: _____