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- 2.) Save file as; In the File Name field; **add your name to the beginning of the file**
E.g. (Your Name) PRESERVE ASSOC. - Reasonable Accommodation form 12-7-2018
- 3.) Provide all of the information requested (highlighted fields).
- 4.) Digitally add your signature.
 - a.) Click on "Tools"
 - b.) Click on "Fill & Sign"
 - c.) A Fill & Sign tool bar will appear at the top center of the form. Click on "Sign"
If this is the first time you have created a digital signature a dialogue box will appear asking you to "Add Signature" "Click on Add Signature"
If you have previously created your signature, go to e.)
 - d.) Another Dialogue box will appear asking you to "Type your name here." "Type your name"
If you wish, you can change the style of your signature, if all is Ok "Click Apply"
 - e.) Your signature will appear at the end of your pointer. Drop signature into the "signed" Field
Note: After you drop your signature into the signed field, **be sure you have all information correctly filled in before you save the form.** Once saved, you will no longer be able to change the form.
Also, before saving the form, if you wish to change the size of the signature or delete it. Click on the signature and a dialogue box will appear allowing you to do such.
 - f.) Save and close the form. Attach to an Email and send to:
propertymanager@hammockscapehaze.net

THE HAMMOCKS - PRESERVE CONDOMINIUM ASSOCIATION, INC.
REQUEST FOR REASONABLE ACCOMMODATION
UNDER THE FAIR HOUSING ACT
FOR A COMFORT/EMOTIONAL SUPPORT ANIMAL

Section 12.17 (as amended January 17, 2014) of the Declaration of Condominium for The Hammocks – Preserve Condominium Association, Inc. provides that dogs, cats and other customary household pets may be kept in units as long as such animals do not exceed 45 pounds at full maturity, and that no more than 2 dogs are kept in a unit.

Persons who are seeking a reasonable accommodation for an assistance animal that provides comfort and/or emotional support must complete The Hammocks’ Preserve Association accommodation application in compliance with the Fair Housing Act.

Name of Person Requesting: _____

Building Address _____

Unit Number _____ (either current residence or prospective residence):

Either I or the following occupant in my household has a disability:

Please note: you have no obligation to provide or reveal the specific nature or severity of that disability.

Name and Relationship to Applicant: _____

As a result of this disability, I am requesting an exception to the Declaration to allow an assistance animal that provides comfort and emotional support to reside in the unit as a reasonable accommodation. **Specifically, the assistant/support animal requires an exception from the following Declaration’s requirements that:**

____ An animal’s weight cannot be over 45 pounds at full maturity, and/or

____ The animal is a dog which will cause the number of dogs within the unit to exceed 2.

____ Other, please specify: _____

In support of my request, I acknowledge that I will also need to provide the Verification of Disability form which must be filed out by a medical professional. I understand that this application and the Verification form will be used by the Board of Directors solely to evaluate this application and will be kept completely confidential.

Upon approval of my request, **I agree to provide to the Board of Directors the animal’s name, breed, weight, and license number.**

I affirm that the animal is vaccinated as required by law and that such vaccinations will be kept up to date. (Please attach certification of vaccinations.)

Signed: _____

Date: _____

Animal Owner Reasonable Accommodation Guidelines ADA, FHA, and The Hammocks Preserve Condominium Association

Service and Emotional Support Animals

Service Animal Defined by Title II and Title III of the ADA

The following is the *Americans with Disabilities Act* (ADA) service animal definition:

A service animal means any animal that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Tasks performed can include, among other things, pulling a wheelchair, retrieving dropped items, alerting a person to a sound, reminding a person to take medication, or pressing an elevator button. ADA service animals are allowed in any public place, such as stores, restaurants, office buildings, etc.

This definition of service animal does not include emotional support animals. Rather, emotional support animals, comfort animals, and/or therapy dogs are not service animals under Title II and Title III of the ADA. Other species of animals, whether wild or domestic, trained or untrained, are not considered service animals either. The work or tasks performed by a service animal must be directly related to the individual's disability. It does not matter if a person has a note from a doctor that states that the person has a disability and needs to have the animal for emotional support. **A doctor's letter does not turn an animal into a service animal.**

Emotional Support Animals and the Fair Housing Act (FHA)

What are commonly referred to as emotional support, comfort, and/or therapy animals are not governed by the ADA, but rather the FHA. Regardless of the distinction given to these support animals (emotional support, comfort, therapy), they are allowed to live with their owner in that owner's residence, even when the community which the owner resides in prohibits or restricts pets. In order for an animal to be considered such an exception under the FHA, and not a pet, its owner has to have a legal disability for which the animal provides support, and that legal disability has to be verified by a medical professional.

Handler's Responsibilities

Support Animals

The handler is responsible for the care and supervision of his or her support animal. If a support animal behaves in an unacceptable way and the person with a disability does not control the animal, it can lose its status under the FHA and legally be removed from the community. Uncontrolled barking, jumping on other people, or running away from the handler are examples of unacceptable behavior for a support animal. The Association has the right to demand the removal of a support animal that does not behave appropriately, as it would be a nuisance and/or safety violation of the Community's rules and restrictions.

Service Animals

Service animals are trained to behave appropriately. The ADA requires the animal to be under the control of the handler. This can occur using a harness, leash, or other tether. However, in cases where either the handler is unable to hold a tether because of a disability or its use would

interfere with the service animal's safe, effective performance of work or tasks, the service animal must be under the handler's control by some other means, such as voice control.

The ADA does not require covered entities to provide for the care or supervision of a service animal, including cleaning up after the animal.

Handler's Rights

Owners of service animals do not have to request an exception, unless their disability is not physically obvious. For example, questions may not be asked about a person's disability if a dog is observed guiding that individual who is blind or has low vision, pulling a person's wheelchair, or providing assistance with stability or balance for assistance with an observable mobility disability.

If an occupant with a disability which is not obvious wants a service or support animal to reside with him or her in the community, he or she needs to make a request to the Association for a "reasonable accommodation." To accomplish this, the occupant must answer the following two (2) questions:

- 1) Is the animal required because of a disability? YES _____ NO _____

Please note: the specific nature or severity does not have to be stated.

- 2) What task or service has this animal been trained to do in connection with the disability? _____

OCCUPANTS IN THE HAMMOCKS PRESERVE CONDOMINIUM

For occupants residing in The Hammocks Preserve Condominium who have more than two animals in a unit or whose animal is in excess of 45 pounds at full maturity must submit a request for reasonable accommodation under the FHA. Again, occupants of service animals do not have to request an exception unless their disability is not physically obvious.