Date Received:

City of South Pasadena

Americans with Disabilities Act (ADA)

Title II ADA Reasonable Accommodation Form

This form is an initial step in processing your request for an accommodation under Title II of the ADA. An accommodation is a reasonable modification or adjustment that enables a qualified person with a disability to enjoy the same access to facilities, services, activities, and programs that are enjoyed by persons without disabilities. If you cannot fill out the form or require assistance to do so, please let one of the staff know and they will gladly assist you.

If accommodations are needed for an event, please allow four (4) business days prior to the event to process your request and to make appropriate accommodations if they are approved. If you require additional space to provide your information, please attach additional sheets to this form, identifying the paragraph(s) being answered.

1. Participant/Requestor Information:

Full Name:	
Address:	Home Phone:
City/State/Zip:	Cell Phone:
Email:	

2. Reasonable Accommodation Request Details:

Activity/Event:	Activity/Event Date:
Activity/Event Location:	
Requested Accommodation:	

Signature

Print Name

Date

Mail to: City of South Pasadena
Human Resources Manager
1414 Mission Street
South Pasadena, CA 91030

Call: 626-403-7312
Fax to: 626-403-7313
Email: HR@southpasadenaca.gov