

Sample OUD Reasonable Accommodation Letter

- Please do **not** send this page to your landlord.
- Insert your landlord's information and change the **bolded** sections to fit your situation before you send this to your landlord.

[Date]

Dear **[Landlord]**,

I am writing to ask for a reasonable accommodation as a person with disabilities that impact my ability to **[life activities affected by your disability]**. I live at **[123 Road Dr., City, Texas]**.

You have a policy of denying rental applicants who have a background of criminal history. I request an accommodation to that policy. Specifically, I request that you ignore my disability-related criminal history when assessing my rental application. Without this accommodation, I am unable to access housing that would prevent me from becoming homeless.

I would appreciate a response in writing within five days. Please let me know if you have any questions about my request for a reasonable accommodation. Thank you for your consideration and I look forward to receiving your reply.

Sincerely,

[Resident Name]