



MECKLENBURG COUNTY
Park and Recreation Department
Request for Reasonable Accommodation

To request an accommodation, alternative format of communication, and/or modification of policies and procedures in order to access and benefit from Mecklenburg County Park and Recreation Department programs, services and activities, please submit a Reasonable Request for Accommodation Form (alternatives formats available upon request) as soon as possible but no later than five business days before the scheduled program or event. The Request for Reasonable Accommodation Form is available through this link [Online ADA Request Form](#), or in a printable form through this link [Printable ADA Request Form](#).

Reviewed: 5/4/13

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MECKLENBURG COUNTY

Park and Recreation Department

Request for Reasonable Accommodation

Name: _____ Date of request: / /
Date of Birth: / /
Start Date of the Program: _____

I am requesting an accommodation (check all that apply):

That will allow me to participate in a program or activity offered by the responsible bureau. Please specify the program or activity:

By asking for an exception to a rule, policy or procedure. Please specify the rule, policy, or procedure:

Other and please specify (for example, the way that the responsible bureau communicates with you):

Describe the accommodation you are requesting.

Describe how this accommodation will assist you. (Please attach additional sheets as necessary)

Contact Name: _____

Phone Number: / /

Email Address: _____

Preferred Means of Contact: _____

Phone

Email

For Staff Use

Date Received: / /

Staff Recommendations:

Staff Member Reviewing:

Reviewed: 5/4/13