

REASONABLE ACCOMMODATION REQUEST FORM

Name:

Home Phone Number:

Address:

Work Phone Number:

Reason for Request (please select from below)

(A) I am requesting an accommodation that will enable me to participate in a County offered program, activity and/or service ("event").

Event Name:

Date of Event:

Address where Event will take place:

(B) I am applying for employment. The accommodation requested will enable me to participate in the recruitment, examination and/or other step(s) in the process.

Position Title:

(C) I am currently employed by the County. The accommodation will enable me to perform my job functions.

Current Job Title:

(D) Other (please specify):

Additional information: is _____ is not _____ attached.

The reasonable accommodation, which I am requesting, is as follows (please select from below):

(A) A qualified sign language interpreter to be provided at no cost.

(B) An assistive listening device or other equipment or accommodation, such as (please describe in detail):

(C) Other (please describe in detail):

I understand that the County of Imperial will give primary consideration to the choice expressed above, but that the County maintains the right to provide other effective means of communication and/or accommodation as may be necessitated by financial and/or administrative burdens.

Date:

Signature:

Human Resources Use Only
Date Received

PLEASE SUBMIT COMPLETED FORM TO THE ADA COORDINATOR
LOCATED AT:
940 WEST MAIN STREET, SUITE 101, EL CENTRO, CA 92243
(442) 265-1148 TTY: (442) 265-1169



Human Resources
& Risk Management
COUNTY OF IMPERIAL