



601 Sandbridge Road
Virginia Beach, VA 23456
(757) 426-6200 / (877) 422-2200

Property Name: _____

Unit ID: _____

Assistance Animal Request Addendum

Siebert Realty (“Agent”) strives to comply with all applicable federal and state fair housing laws, including the federal Fair Housing Act and the Virginia Fair Housing Law (collectively, the “Fair Housing Laws”). As required by the Fair Housing Laws, Agent will consider, and when appropriate, grant a request by Guest for a reasonable accommodation to permit Guest to occupy the property described below with an assistance animal. However, the process begins with a request for accommodation by the Guest. Please provide the information requested in the blanks below, and any supporting documentation, to Agent at least 30 days before commencement of the rental period. The completed Assistance Animal Request Addendum will be incorporated into and become part of the Siebert Realty Lease Agreement.

A request for a reasonable accommodation shall be determined on a case-by-case basis and may be denied if (i) the Guest on whose behalf the request for an accommodation is submitted is not disabled; (ii) there is no disability-related need for the accommodation; (iii) the accommodation imposes an undue financial and administrative burden on Agent; or (iv) the accommodation would fundamentally alter the nature of the operations of Agent. In addition, as determined by Agent, the requested assistance animal shall not pose a clear and present threat of substantial harm to others or to the property itself (provided that the determination shall not be solely based on breed, size, or type) that cannot be reduced or eliminated by another reasonable accommodation.

Do not arrive with the claimed assistance animal on the commencement date of the rental without having submitted this completed Addendum in advance. Doing so will delay occupancy by the amount of time it takes for Agent to evaluate the information provided in the Addendum and any supporting documentation. In addition, if Guest brings an animal into a property that does not accept pets without having completed and submitted an Assistance Animal Request Addendum that is approved by Agent, or if Guest makes any misrepresentation, omission or other falsehood on an Addendum submitted by Guest, Guest will be in material breach of the Siebert Realty Lease Agreement, and subject to forfeiture of all monies paid and immediate eviction without refund.

Name of Guest with Disability: _____

Guest requests an accommodation to occupy with an assistance animal the property located at:

Type of Animal: _____

Briefly describe the Guest’s disability, i.e., a physical or mental impairment that substantially limits one or more major life activities (such as, but not limited to, caring for oneself, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working):

Briefly describe the disability-related need for the assistance animal, i.e., does the animal work, provide assistance, perform tasks or services for the benefit of the person with the disability, or provide emotional support that alleviates one of more of the identified symptoms or effects of the disability?

If the disability is not obvious or otherwise known to Agent, or if the disability-related need for the assistance animal is not readily apparent or known to Agent, Agent may ask the Guest requesting accommodation to submit reliable documentation of the disability and/or the disability-related need for the assistance animal. The documentation should come from a reliable third party in a position to know about the Guest's disability. A list of presumed reliable third party verifiers is below hereto as Schedule 1, but the list is not exhaustive and other third party verifiers may be acceptable. If Guest submits verification from an out-of-state practitioner not regulated by Virginia Board of Medicine, the practitioner should be licensed or certified by both the other state's applicable regulatory body as well as the jurisdiction where the person with the disability was located at the time services were provided. In addition, verification obtained via telemedicine (such as online verification) must comply with the Virginia Board of Medicine guidance stating that practitioners who treat or prescribe through online service sites must possess appropriate licensure in all jurisdictions where patients receive care.

NOTE: Agent is not requesting, and Guest is not required to submit, medical records or detailed or extensive information or documentation on physical or mental impairments.

Guest certifies that all information provided by Guest on or pursuant to this Addendum is true and correct.

Guest Signature

Date: _____

Schedule 1

Examples of Presumed Reliable Third-Party Verifiers

- Persons licensed or certified by the Virginia Boards of Audiology and Speech-Language Pathology; Counseling; Dentistry; Medicine; Nursing; Optometry; Pharmacy; Physical Therapy; Psychology; or Social Work, when acting within their scope of practice to treat the requester's claimed disability.
- Any health care provider on active duty in the armed services or public health service of the United States at any public or private health care facility while such practitioner is so commissioned or serving, and in accordance with his official duties and scope of practice to treat the requester's claimed disability.
- Persons in compliance with the regulations governing an organization or facility qualified to treat the requester's claimed disability and licensed by the Department of Behavioral Health and Developmental Services; the Department for Aging and Rehabilitative Services; or other similar non-medical service agency.
- Unlicensed counselors or therapists rendering services similar to those falling within the standards of practice for professional counseling, as defined in Va. Code § 54.1-3500, including members of peer support groups, so long as the person with a disability benefiting from such services is not subject to a charge or fee, or any financial requirement, actual or implied.
- A licensed or certified practitioner of the healing arts in good standing with his profession's regulatory body in another state, who has a bona fide practitioner-patient relationship with the requestor in compliance with all requirements of applicable Virginia law and regulations.