

REASONABLE ACCOMMODATION COMPANION/REGISTERED SERVICE ANIMAL AGREEMENT

This Assistance Animal Agreement dated _____, is part of the Reasonable Accommodation and Modification Policy between _____, as Agent for Owner of _____ and _____ (Resident(s) for apartment number _____ in _____).

An Assistance Animal is a service, therapy or companion animal that is verified as necessary for the resident's or household member's use and enjoyment of the premises because of the resident's or household member's disability.

COMPANION ANIMAL/SERVICE ANIMAL AGREEMENT IS CONTINGENT UPON THE FOLLOWING:

1. **REGISTRATION:** All animals must be registered with the property **prior** to coming onto the premises. Regardless of their initial registration date, all animals will be registered in conjunction with the Owner's annual income recertification. The following documents must be kept in the Resident(s) file:
 - a. A certification of inoculation for rabies, and any and all other diseases as appropriate for the animal and breed that is signed by a State or local authority or licensed Veterinarian. This certificate must be provided for on an annual basis.
 - b. A certificate of compliance with all State and/or local licensing or permit requirements for the animal. This certificate must be provided for on an annual basis.
 - c. The name, address, and phone number of one or more responsible parties who will care for the animal if the Owner(s) dies, is/are incapacitated, or is/are otherwise unable to care for the animal.
 - d. Other: Local Licensing and registration tags
2. **RESTRICTIONS:** All assistance animal owners and/or prospective assistance animal owners will be required to adhere to the following requirements within this agreement:
 - a. Animals will be exercised only in the following area(s): _____
 - b. Assistance Animal Owner(s) are required to clean up after their animals at all times. This includes, but is not limited to, cleanup of the apartment and cleanup of the designated exercise and common area(s).
 - c. Assistance animal owners using litter boxes are required to remove assistance animal waste from litter boxes in prescribed methods for disposal of animal waste, but not less frequently than once each day; and those litter boxes are required to be disposed of animal waste and used litter, but not less frequently than twice each week.
 - d. Unattended animals will not be allowed outside the apartment at any time. The owner(s) must have their animal under physical control (on leash not to exceed 36 inches in length, caged, or physically held) during all times that the animal is outside the apartment.
 - e. Dogs may not be left unattended in an apartment for more than a 12-hour period, and other animals may not be left unattended in an apartment for more than a 24-hour period. Dogs and cats will be required to be boarded off the premises when the Assistance Animal owner(s) is/are absent for an extended period.
 - f. Assistance Animals may be attended to by other individuals only when prior written approval has been given by Management. Management will not accept responsibility for providing access to the owner's apartment for this purpose.



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- g. Dogs found unattended in excess of the 12-hour period or other animals in excess of the 24-hour period will be removed from the premises to either the documented alternative guardian listed in the Assistance Animal's registration or, at the owner's expense, a local boarding facility if the alternative guardian cannot assume immediate responsibility for the Assistance Animal.
 - h. Assistance Animals are not permitted to be "penned" or "caged" on balconies or patios (if applicable) during the night or while the owner(s) is/are away from the apartment. No screening, fencing, etc., may be added to any balcony/patio area. Assistance Animals may not be leashed or tied to any interior or exterior building fixture at any time.
 - i. Assistance Animals must be restrained from making noise that would disturb other residents. Barking and/or whining dogs and crying or howling cats will not be considered acceptable.
 - j. No animal that bites, attacks, or demonstrates other aggressive behavior towards humans may be kept on the premises. Should an animal become a nuisance or threat to the health or safety of other persons, Management may require the Assistance Animal to be removed from the premises.
 - k. Resident must provide at all times adequate care, nutrition, exercise, and medical attention for his or her Animal. Animals that appear to be poorly cared for will be reported to the appropriate authorities or to the party or parties designated below, and the companion animal may be removed from the premises according to Federal, State, or local guidelines.
3. **RESIDENT'S FINANCIAL RESPONSIBILITY:** As the owner of an Assistance Animal on these Premises, the Resident has the financial duty to reimburse Landlord for any damage to the unit over and above normal wear and tear caused by or resulting from the Assistance Animal, including replacement of the pad and carpeting, if necessary.
4. **COMMUNITY POLICIES:** All owners are required to comply with all requirements as stated within the property's Community Policies. This includes, but is not limited to, sections concerning noise, garbage, alteration and breakage. Owners are at all times expected to have due regard for peace, comfort, and quiet enjoyment of the other residents.
5. **ASSISTANCE ANIMAL AGREEMENT VIOLATIONS:** If Management determines that the owner(s) has violated this Agreement, a written notice will be issued to the owner(s). The notice will provide the owner(s) with fifteen (15) days to correct the violation or request a meeting with Management to discuss the alleged Assistance Animal Agreement Violation. Failure to comply with the notice will result in initiation of procedures to remove the animal or terminate the owner's residency. Once the request for a companion animal has been authorized, the following are conditions that must be met for continued authorization:
6. **COURTESY:** The Management recognizes that animals can be therapeutic for those who enjoy, own, and care for them. However, animals can be threatening to others who, for whatever reasons, are fearful or allergic to animals. Please exercise common courtesy to residents and staff in dealing with your animal.
7. **INSPECTIONS:** Management is given permission to enter the owner's apartment for the purposes of inspection if a signed written complaint is received by management, or if management feels the conduct or condition of the animal owner(s) warrants same. Inspections will be made during reasonable hours after



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proper notice has been given to owner(s). In an emergency situation, entry can be made immediately. Notice to be given to owner(s) after such entry, stating the reasons for such entry.

8. **MAINTENANCE:** Maintenance personnel will not enter any apartment of an owner(s) to perform maintenance repairs unless the owner(s) or other resident is/are present and places the animal under control while maintenance personnel are in the apartment.
9. **AGREEMENT CHANGES:** Management reserves the right to alter or amend any of the above stated agreement. In the event of an Assistance Animal Agreement change, Management will provide thirty (30) days' notice to all residents of the proposed change(s).
10. This agreement is considered as part of the Resident Rules and Regulations which is an addendum to the Lease and the Resident agrees to abide by each and all such rules. Failure to comply may allow Owner/Agent to terminate the Lease as provided by the State's landlord/Resident laws.
11. Resident has read this Assistance Animal Agreement and agrees to comply with the terms of the Agreement and such rules and regulations as may be reasonably adopted from time to time by Owner/Agent.

does not discriminate on the basis of disability status in the admission or access to, or treatment or employment in, its federally assisted programs and activities.

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Resident Signature

Date

Resident Signature

Date

Property Manager Signature

Date