{{ today() }}

To: {{ users[0].employer\_name\_full() }}

Attn: {{ users[0].employer\_contact\_name\_full() }}

{{ users[0].employer\_address.line\_one }}

{{ users[0].employer\_address.line\_two }}

{{ users[0].employer\_address.city }}, {{ users[0].employer\_address.state }} {{ users[0].employer\_address.zip }}

From: {{ users[0].employee\_name.full() }}

{{ users[0].employee\_address.line\_one }}

{{ users[0].employee\_address.city }}, {{ users[0].employee\_address.state }} {{ users[0].employee\_address.zip }}

Re: Reasonable Accommodation Request for {{ users[0].employee\_name.full() }}

Dear {{ users[0].employer\_contact\_name.full() }}

I am a {{ users[0].job\_title }}with {{ users[0].employer\_name }}. I have been in this position since {{ users[0].employment\_start\_date }}.

I am writing to request that the company provide {{ users[0].employee.accommodation\_request }} as a reasonable accommodation under the ADA. As you may know, I have {{ users[0].disability\_description }} and this accommodation would help me be successful at my job.

If you are unable to provide me with {{ users[0].employee\_accommodation\_request }}, I ask that we engage in an interactive process to determine whether there is an alternative effective accommodation.

Please contact me if you have any questions about my request, or if additional information is required. I would appreciate a written response to this letter either via email or the address above. Thank you for your consideration and time.

Sincerely,

{{ users[0].name.full() }}

Sincerely,

{{ users[0].signature }}

{{ users[0].signature\_date }}

METHOD OF DELIVERY