

Leon County Board of County Commissioners  
301 South Monroe Street  
Tallahassee, Florida 32301  
(850) 487-2220 Telephone  
(850) 488-6293 Telefax

### CITIZEN REQUEST FOR ACCOMMODATION FORM

Date: \_\_\_\_\_

Person Submitting Request: \_\_\_\_\_ Telephone: \_\_\_\_\_

Person the Request is for: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

Individuals with disabilities who wish to participate in County programs, services, or activities and who need accommodation are invited to present their requests for accommodation to the County by completing this Request for Accommodation form or by calling (850) 487-2220, at least 48 hours in advance of the event or activity.

Community Services

Board/Commission Meeting

\_\_\_\_\_  
Name of Activity/Service

\_\_\_\_\_  
Date & Time of Meeting

\_\_\_\_\_  
Start Date of Activity/Service

\_\_\_\_\_  
Location of Meeting

Recruitment

\_\_\_\_\_  
Position Title, Position Number or Requisition Number

Assistance with (check all that apply):

Application

Testing

Performing Essential Duties

Please describe your request for reasonable accommodation and possible solutions. If you need more room, please feel free to attach additional pages.

\_\_\_\_\_  
Signature of Person Completing Request: