## **Rollins Martin Apartments Reasonable Accommodation Policy** Effective 2/12/2019

## **Reasonable Accommodations Policy**

Per Section 504 of the Rehabilitation Act and the Federal Fair Housing Act, it is TSAHC's policy to provide reasonable accommodations and modifications upon request to all applicants and residents with disabilities.

Applicants and residents may request a reasonable accommodation by contacting management via phone, email, or mail. Please contact Celina Mizcles Stubbs at the Management Office by call 512-477-3555 or email rentdesk@tsahc.org. Written request can be mailed to

TSAHC 6701 Shirley Ave. Austin, Texas 78752

Los solicitantes y los residentes pueden solicitar una adaptación razonable contactando a Celina Mizcles Stubbs en la oficina de Administración por teléfono 512-334-2154, correo electrónico email <u>rentdesk@tsahc.org</u> o correo postal:

TSAHC 6701 Shirley Ave. Austin, Texas 78752

TSAHC will respond to reasonable accommodation requests within 14 calendar days of receipt.

An applicant desiring to be placed on the waiting list will be asked to provide a completed application Disability status is required <u>only</u> if the applicant is requesting an accessible unit or a reasonable accommodation. Only verification of disability will be required; no medical information will need to be submitted.

Management is not obligated or required to make reasonable accommodations or physical modifications if the accommodation or modification will result in a financial burden to the property, is a structurally impractical alteration, requires the removal of a load bearing wall, or if it requires management to alter or change a basic component of its housing program.