

ARIZONA COURT OF APPEALS, DIVISION ONE  
TITLE II ADA REQUEST FOR ACCOMMODATION

Applicant (*name*):

Street Address:

Email Address:

Telephone Number:

Applicant is:  Party  Attorney  Other

Name of the Court or Court Program, Service or Activity for which accommodation is requested:

Location/Address:

Case Name (*if applicable*):

Case Number:

Type of proceeding, court service, activity, or program:

Civil  Criminal  Other

Proceeding, court service, program, or activity (e.g., oral argument, settlement conference, etc., or other):

Applicant requests accommodation under Title II of the Americans with Disabilities Act, as follows (*specify*):

Dates accommodation needed (*specify*):

Impairment necessitating accommodation (*specify*):

ARIZONA COURT OF APPEALS, DIVISION ONE  
TITLE II ADA REQUEST FOR ACCOMMODATION

Type of accommodation requested (*specify*):

Special requests or anticipated problems (*specify*):

In addition to the basic application information, the ADA Office may need to better understand the nature of your disability and how it impacts your ability to actively participate in the court environment. We reserve the right to request documentation from the appropriate medical or psychological provider that identifies your disability and provides sufficient information regarding the limitations of the disability. This information will also assist the court in providing you with the appropriate accommodation.

Print Name

Signature and Date

Please submit the completed form, including any relevant supporting documentation to the AZ Court of Appeals, Division One Clerk's office, by email, or by U.S. Mail to the ADA Coordinator at the following address:

Tracy Randall  
ADA Coordinator for Arizona Court of Appeals, Division One  
Court 1501 W. Washington, 2nd Floor  
Phoenix, Arizona 85007  
(602) 452-6708  
[hr@appeals.az.gov](mailto:hr@appeals.az.gov)

ARIZONA COURT OF APPEALS, DIVISION ONE  
TITLE II ADA REQUEST FOR ACCOMMODATION

If you need help completing the form, please contact the ADA Coordinator. Alternative means of submitting an accommodation request, such as by personal interview or a tape recording, will be made available to qualified individuals with disabilities upon request.

Upon receiving the form, the ADA Coordinator will, as soon as reasonably possible, provide a response to the request for accommodation.

For additional detailed information about the Arizona Court of Appeals, Division One Title II ADA policies, please read the court's policy entitled, "Notice of Court Access Information for Persons with Disabilities." The notice is available online at, <https://www.azcourts.gov/coal/> at the Clerk's Office, or from the ADA Coordinator.

The request for accommodation is **GRANTED** as follows:

The Request for accommodation is **DENIED** as follows:

- The Applicant does not satisfy the requirements under Title II of the ADA.
- It would create an undue burden on the court.
- It would fundamentally alter the nature of the court service, program, or activity.

Additional remarks:

ADA Coordinator (or Designee)

Date

ARIZONA COURT OF APPEALS, DIVISION ONE  
TITLE II ADA REQUEST FOR ACCOMMODATION

**Grievance Procedures**

If you are dissatisfied with the response to your request, you may use the Grievance Procedures described in the Arizona Court of Appeals, Division One “Notice of Court Access Information for Persons with Disabilities.” Grievances must be filed within 60 days of the alleged discriminatory act. You may also use any other remedy allowed under federal or state law by filing a complaint with the appropriate federal or state agency.