

[Date]

[Landlord Name]

[Landlord Address Line 1]

[Landlord Address Line 2]

[Landlord Address Line 3]

[OR Landlord's email if sending by email]

Dear **[Landlord Name]**,

I am a person with a disability as defined under the Fair Housing Act and Wisconsin's Open Housing Law. I am requesting a reasonable accommodation for an emotional support animal to live with me. My emotional support animal, a **[type of animal]** named **[name]**, helps me with my disability. It allows me to use and enjoy my home by **[provide brief explanation, such as "It allows me to use and enjoy my home by reducing my anxiety."]**

[Include if this applies] I understand you have a no pet policy. Because I have a disability-related need for my animal, it is not a pet and is instead considered medical equipment. I am requesting a reasonable accommodation based on my disability for you to allow my emotional support animal in the unit. **[Include if this applies]** I understand you charge **[\$fee]** as a pet fee. Because I have a disability-related need for my animal, it is not considered a pet and I am requesting a reasonable accommodation based on my disability to waive this fee entirely.

[If your disability is not apparent, add] Attached is a letter from my medical provider showing that I have a disability-related need for my emotional support animal.

Please reply to my request in writing within the next ten (10) business days. If you have any questions about my request, please do not hesitate to contact me at **[phone number or email address]**. Thank you.

Sincerely,

[Tenant Name(s)]

[Tenant Address Line 1]

[Tenant Address Line 2]

[Tenant Address Line 3]