



Virginia's Judicial System

Request for Accommodation under the Americans with Disabilities Act

PLEASE PRINT

Person Requesting Accommodation		Date (mm/dd/yyyy)	
Address		City	Zip Code
Email	Telephone		

Date accommodation is needed (mm/dd/yyyy)

Please specify type of accommodation requested:

Location where accommodation is needed (e.g. courtroom, office, etc.)

Supreme Court Court of Appeals Circuit Court General District Court Juvenile & Domestic Relations District Court

Other _____

Court Location _____

Is this accommodation related to a pending case?

Yes If yes, then please file the request with the clerk of the court where the case is pending, along with any additional materials that the court may require. If the proceeding is before a magistrate or special justice, then your request should be addressed to the attention of the magistrate or special justice.

Case Name _____ Case Type _____

Case Number _____ Court Date _____

No If no, then please send the request to: ADA Coordinator

Renée Fleming Mills, Ph.D.
Office of the Executive Secretary
Supreme Court of Virginia
100 N. 9th Street
Richmond, Virginia 23219
Fax: 804-786-0109
Email: ADAOffice@vacourts.gov

Please sign to verify the foregoing is accurate

Signature	Print Name
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Office Use Only

Accommodation:	Notification Date (mm/dd/yyyy)
Granted Denied	
Comment	