



**Richmond Public Schools
Americans with Disabilities Act Office
301 North Ninth Street, Richmond, VA 23219
Voice: (804) 780-7710**

RPS Accommodation/Building Modification Request Form

Date of Request:

Person in need of accommodation:

Name & Phone number of person requesting action:

Name & Phone number of person submitting this request:

Location of concern:

Has a maintenance request been submitted through FAMIS? Yes No
(If so, please list the work order number.)

Identify the issue:

Requested accommodation/modification to building:

Please send this completed form to:
ADA Coordinator
301 North Ninth Street
Richmond, VA 23219
Voice: (804) 780-7710
Fax: (804) 780-5401

FOR OFFICE USE ONLY Date rcvd: _____ Date aprvd: _____ Action: _____ _____ _____ _____
