

**REASONABLE MODIFICATION REQUEST/ADDENDUM
(PHYSICAL STRUCTURES – TO BE PROVIDED BY LANDLORD UPON REQUEST)**

THIS REASONABLE MODIFICATION ADDENDUM, is submitted on _____, 20____
("Effective Date") in accordance with a lease ("Lease") between _____
_____ ("Landlord") and _____
_____ ("Tenant/Applicant") for the lease of Premises: _____
_____.

Premises shall be made available without regard to race, color, religion, sex, handicap, familial status or national origin as well as all classes protected by the laws of the United States, the Commonwealth of Virginia and applicable local jurisdictions, and/or by the REALTOR® Code of Ethics.

Instructions: Tenant/Applicant must complete this form to request permission to make structural modifications to dwelling units or any common areas, or to install assistive or other devices, at their own expense. Tenant/Applicant may not commence any modifications unless and until this request has been approved in writing by Landlord and/or designated representative(s).

The following information to be completed by Tenant/Applicant:

Name of Tenant/Applicant: _____

Name of person with disability, and relationship to Tenant/Applicant: _____
_____ (the "Requester")

If the Requester's disability is not readily apparent, and/or if the disability-related need for the requested accommodation is not readily apparent, please attach a fully completed "Verification of Disability" form.

Describe in detail the requested reasonable modification: _____

Please describe the disability-related need for the requested modification: _____

Tenant/Applicant agrees to consult with Landlord and/or other designated representative(s), on the placement of devices if their installation may involve drilling holes or otherwise puncturing any wall, floor, or other surfaces at the site. If the modifications are to be performed by a third-party contractor, or require obtaining a building permit from the applicable locality, Tenant shall provide the Landlord with the following information, indicated by the checked items below:

- Name of the proposed contractor;
- A copy of the contractor's license from the Virginia Contractor's Board;
- A copy of an appropriate bond to secure the performance of the licensed contractor;

- An architect's or engineer's stamped certificate, or other appropriate evidence, that the proposed modifications would be in accordance with all applicable code requirements;
- A copy of the plans showing the proposed modifications;
- A copy of an insurance policy indemnifying the property owner from any and all liability for acts of negligence by the licensed contractor;
- A copy of the building permit issued by the locality, if necessary; and
- An estimate certified by the proposed contractor of the cost of removal of the proposed modification.

If Tenant is unable to provide any of the requested information above, Tenant provides the following written explanation: _____

Restoration of the Premises YES **OR** NO

Tenant/Applicant agrees to remove the modification(s) or device(s) and to restore Premises to its original condition on or before the last day of the leased term.

Payments for Restoration of the Premises (Not applicable to HUD-financing housing)

YES **OR** NO

Tenant/Applicant agrees to make payments into an interest-bearing escrow account, to be used for restoration of Premises at the end of the lease term, in the amount of \$_____ per month, due and payable on the first day of each month, for each of the months following the date of this agreement. Landlord agrees that the interest on the escrowed payments (if any) will accrue in the escrow account until the dwelling unit has been restored or management elects to waive the restoration requirement in compliance with applicable law. Landlord agrees that any portion of the payments and interest remaining after restoration costs are paid, or restoration is waived, will be returned or credited to Tenant/Applicant.

Tenant/Applicant agrees that the work necessary to carry out the installation(s) or modification(s) will be performed at Tenant's expense, in a safe, professional and workmanlike manner, and in accordance with applicable law.

Tenant/Applicant agrees to notify management upon completion of the modifications and give the Landlord and/or designative representative(s) access to inspect the work. If any deficiencies are identified in the modifications, Tenant/Applicant agrees to promptly cure same.

Landlord's signature below constitutes approval of the Request for Reasonable Modification. I(we) hereby acknowledge if approved by Landlord, that I(we) have read and received a copy of this Reasonable Modification Addendum and I (we) understand it is part of the Lease.

TENANT/APPLICANT:

Date Signature

TENANT/APPLICANT:

Date Signature

LANDLORD (or duly authorized agent):

Date Signature

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