

THURSTON COUNTY SUPERIOR COURT

Request for Accommodation

Protect your privacy! If you want medical and health information to be sealed, send it with a special cover sheet on top. The cover sheet is called "Sealed Medical and Health Information (Cover Sheet)" and is included with this packet of information or available on the court website.

ADA Coordinator Contact Information:

Email: AccessibilitySuperiorCourt@co.thurston.wa.us

Phone: (360) 786-5560

Address: ADA Coordinator
Thurston County Superior Court
2000 Lakeridge Drive SW, Bldg. 2
Olympia, WA 98502

Website: <https://www.thurstoncountywa.gov/departments/superior-court/americans-disabilities-act-ada>

1. Information about the court case or activity:

What is the Case Number? _____

What is the Case Name? _____

If there is no specific case, what is the court activity related to this request?

2. Information about the person requesting accommodation.

What is your name? _____

3. Describe the court proceeding or activity you need accommodation for. Include the date, time, and location:

4. How are you participating in a court proceeding or activity? (check all that apply):

☐ Party ☐ Attorney ☐ Witness

☐ Juror ☐ Observer ☐ Other: _____

5. Describe the disability for which you are requesting an accommodation.

6. Describe what accommodation you are requesting and explain why this specific accommodation is necessary.

7. Provide any additional information that you think would help the court respond to your request.

8. Your contact information:

Email: _____

Mailing address: _____

Telephone number where the court can leave a message: _____

Other (specify): _____

Are you completing this form for yourself or on behalf of somebody else?

☐ For myself ☐ Somebody else – what is your name and relationship?

What is the best way to notify you about the decision on your request?

☐ email ☐ mail ☐ phone ☐ other (specify): _____

Date and Signature:

Date: _____, 202_____
(Month/Day) (Year)

(Signature of Person Completing Form)

(Print Name of Person Completing Form)

How to return this form:

By email to: AccessibilitySuperiorCourt@co.thurston.wa.us

or

By regular mail or in person to:

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