



## Oregon Judicial Department - Multnomah County Circuit Court Accommodation Request for Person with Disability

### Instructions

Uniform Trial Court Rule 7.060 requires that accommodation requests be received as soon as possible, but no later than four days before the court event. The court may waive the four-day requirement if good cause is shown. For more information about ADA accommodations in Multnomah County Circuit Court, please contact the court's ADA Coordinator.

Please return this form to: Jeremy Wolff  
ADA Coordinator  
Multnomah County Circuit Court  
1021 SW 4<sup>th</sup> Ave.  
Portland, OR 97204

Phone: (503) 988-5782  
Email: jeremy.m.wolff@ojd.state.or.us  
TTY: 711 (Oregon Relay Service)

### Contact and Case Information

1. Date of request: \_\_\_\_\_

2. Person requiring accommodation

Name: \_\_\_\_\_

Street address / PO Box: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

What is your role on this case?

Party/Litigant  Witness  Juror  Victim  Attorney  Other: \_\_\_\_\_

3. Person submitting request / Contact person

Name: \_\_\_\_\_

Street address / PO Box: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Relationship to person requiring accommodation: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Preferred contact method:  Phone  Text/SMS  TTY Relay  Email  US Mail

4. Case Information (complete only the parts that apply)

Case style (title): \_\_\_\_\_

Case number: \_\_\_\_\_ Judge: \_\_\_\_\_

Accommodation needed on date: \_\_\_\_\_ Start time: \_\_\_\_\_ End time: \_\_\_\_\_

Location (courtroom or other): \_\_\_\_\_



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### Accommodation Information

Pursuant to Title II of the Americans with Disabilities Act, Multnomah County Circuit Court will make reasonable modifications in policies, practices, and procedures; furnish auxiliary aids and services; and afford program accessibility through the provision of accessible facilities, the relocation of services or programs, or the provision of services at alternative sites, as appropriate and necessary. The court is not required to grant accommodation requests that cause undue financial or administrative burdens or that require the court to fundamentally alter the nature of its services or programs.

1. **Nature of the disability requiring accommodation:** \_\_\_\_\_

2. **Accommodation requested** (check appropriate box for common accommodations, if applicable):

- Assistive listening device (available types: personal, mobile wireless receivers with headphones and neck loops suitable for use with certain hearing aids. Bluetooth capable listening devices not available)
- Communication access real-time translation / real-time transcription (CART) (word-for-word speech to text interpreting. CART is not an official transcript of the court proceeding)
- Sign language interpreter
  - American Sign Language
  - Signed English
  - Certified Deaf Interpreter
  - Other: \_\_\_\_\_
- Provision of court documents in alternative format
  - Accessible electronic document (PDF document compliant with the accessible information technology standards of Section 508 of the Rehabilitation Act of 1973)
  - Braille
  - Large print
  - Other: \_\_\_\_\_
- Other (please specify, use additional sheets if necessary):