

IMPORTANT DOCUMENT

English	This is an important document, please contact the Gardner Housing Authority at 978-632-6634 for language assistance. You have the right to an interpreter free of charge.
Armenian	Սա կարևոր փաստաթուղթ է, խնդրում ենք կապվել Գարդների բնակարանային կառույցի հետ՝ 978-632-6634 հեռախոսային օգնության համար: Դուք թարգմանչի իրավունք ունեք անվճար: Sa karevor p'astat'ught' e, khndrum yenk' kapvel Gardneri bnakaranayin karryuys'i het՝ 978-632-6634 herrakhosayin ognut'yan hamar: Duk՝ t'argmanch'i iravunk' unek' anvchar:
Chinese	这是重要的文件，请致电 978-632-6634 与 Gardner 房屋委员会联系以获取语言帮助。您有权免费获得口译员。 Zhè shì zhòngyào de wénjiàn, qǐng zhìdiàn 978-632-6634 yǔ Gardner fángwū wéiyuánhùi liánxì yǐ huòqǔ yǔyán bāngzhù. Nín yǒu quán miǎnfèi huòdé kǒuyì yuán.
French	Il s'agit d'un document important, veuillez contacter la Gardner Housing Authority au 978-632-6634 pour une assistance linguistique. Vous avez droit à un interprète gratuit.
Greek	Αυτό είναι ένα σημαντικό έγγραφο, επικοινωνήστε με την Αρχή Στέγασης του Gardner στο 978-632-6634 για γλωσσική βοήθεια. Έχετε το δικαίωμα σε διερμηνέα δωρεάν. Aftó éinai éna simantikó éngrafo, epikoinoníste me tin Archí Stégasis tou Gardner sto 978-632-6634 gia glossikí voítheia. Échete to dikaíoma se dierminéa doreán.
Haitian	Sa a se yon dokiman enpòtan, tanpri kontakte Gardner Housing Authority nan 978-632-6634 pou asistans langaj. Ou gen dwa pou yon entèprèt gratis.
Italian	Questo è un documento importante, si prega di contattare la Gardner Housing Authority al 978-632-6634 per assistenza linguistica. Hai diritto a un interprete gratuitamente.
Polish	To ważny dokument. Aby uzyskać pomoc językową, skontaktuj się z Urzędem Mieszaniowym Gardner pod numerem 978-632-6634. Masz prawo do bezpłatnego tłumacza.
Portuguese	Este é um documento importante, entre em contato com a Gardner Housing Authority em 978-632-6634 para obter assistência ao idioma. Você tem direito a um intérprete gratuitamente.
Russian	Это важный документ, пожалуйста, свяжитесь с Gardner Housing Authority по телефону 978-632-6634 для получения языковой помощи. Вы имеете право на переводчика бесплатно. Eto vazhnyy dokument, pozhaluysta, svyazhites' s Gardner Housing Authority po telefonu 978-632-6634 dlya polucheniya yazykovoy pomoshchi. Vy imeyete pravo na perevodchika besplatno.
Spanish	Este es un documento importante, comuníquese con la Autoridad de Vivienda de Gardner al 978-632-6634 para obtener ayuda con el idioma. Tiene derecho a un intérprete sin cargo.
Vietnamese	Đây là một tài liệu quan trọng, xin vui lòng liên hệ với Cơ quan Nhà ở Gardner theo số 978-632-6634 để được hỗ trợ ngôn ngữ. Bạn có quyền phiên dịch miễn phí.



**Gardner Housing Authority
HCV Program (Section 8)**

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NOTICE OF RIGHTS TO REASONABLE ACCOMMODATION

“If you or anyone in your family is a person with disabilities, and you require a specific accommodation in order to fully utilize our programs and services, please contact the housing authority.”

Applicable federal and state law defines the term ‘disability’ means, with respect to an individual as:

- (a) a physical or mental impairment that substantially limits one or more of the major life activities of such individual;
- (b) a record of such impairment; or
- (c) being regarded as having such an impairment.

but such term does not include current, illegal drug use or addiction to a controlled substance. Major life activities are defined as functions such as caring for one’s self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working.

As an example:

- A change in the rules or policies of how we do things that would make this program accessible to and usable by a person with disabilities or due to reasons beyond the family’s control (extenuating circumstances).
- A change in the way we communicate with you or give you information.
- GHA Policy: “A family that requires a reasonable accommodation may request a higher payment standard at the time the Request for Tenancy Approval (RTA) is submitted. The family must document the need for the exception.” Certain conditions apply. (GHA Admin Plan pg. 16-7.)

You may ask for this kind of change, which is called a **Reasonable Accommodation**. We request that it be in writing using our form. If you need help filling out a Reasonable Accommodation Request Form, or if you want to give us your request in some other way, please contact this office.

You must explain what type of accommodation is needed to provide the person with the disability full access to the Housing Choice Voucher program and services. If your request is reasonable (does not pose an “undue financial and administrative burden” or result in a “fundamental alteration” of the program), we will try to make the change you request. In other words, what this legal phrase means: if it is not too expensive or too difficult to arrange or change the program per federal laws or rules.

We will let you know if we need more information or verification from you or if possible, make suggestions of other ways that we could meet your needs.