

If you have a disability and need an accommodation while you are at court, you can use this form to make your request. For more information, see form [MC-410-INFO](#).

Clerk receives and date stamps here.



Make this request at least **5 days** (when the court is open) before you need the accommodation.

Court Name and Address:

1 Your information

Name: _____

Address: _____

Phone: _____

Email: _____

Case Number (if you know it):

Case Name/Type (if you know it):

2 How are you involved in the case?

☐ Juror ☐ Party ☐ Witness ☐ Lawyer

☐ Other (explain): _____

3 When and where do you need the accommodation? [date(s), time(s), and court location]**4 What accommodation do you need at the court?****5 Why do you need this accommodation to assist you in court?**

☐ More information on this request is attached.

Date: _____

Type or print name

Signature

(Optional) If a court employee, caregiver or other person helped fill out this form and is **willing to provide more information if needed**, provide contact information below:

Name: _____ Email: _____ Phone: _____



Name: _____

----- Court fills out below -----



(Optional)

Important! If your case is delayed or dismissed after you make this request and you do not need the accommodation for the date you specified under 3, please contact the court

Phone: _____

Email: _____

☐ Your request is **GRANTED**. The court will provide the accommodation(s) requested.

☐ Your request is **DENIED IN WHOLE OR IN PART**. The denied portion of your request:

- ☐ Does not meet the requirements of [Cal. Rules of Court, rule 1.100](#).
- ☐ Creates an undue financial or administrative burden for the court.
- ☐ Changes the basic nature of the court's service, program, or activity.

Explain the reasons supporting the box(es) checked above:

☐ **Instead**, the court will provide the following accommodation(s):

The court will provide the accommodation(s):

- ☐ For the date(s) and time(s) requested
- ☐ Indefinitely
- ☐ On date(s) _____

☐ More information on this decision is attached.

Date: _____

 Type or print name

 Signature

The court responded in person, by phone, or mail/email on: _____

Note: You may be able to ask for a review of this decision.
[Cal. Rules of Court, rule 1.100\(g\)](#) explains how to do this.