

[Date]

[Applicant Name]

[Applicant Address]

[City, State, Zip Code]

RE: Service Dog Verification and Approval

Dear [Applicant Name],

We have received and reviewed your request regarding the use of a service animal at [Property Name/Organization Name].

In accordance with the Americans with Disabilities Act (ADA) and Fair Housing Act regulations, we have processed your documentation. We are pleased to inform you that your request for a service dog has been **approved**.

**Service Animal Information:**

- Animal Name: [Dog's Name]
- Breed/Description: [Description]
- Task/Work Performed: [Briefly state the task or work the dog is trained to perform]

Please note that while the animal is approved, the following standard policies apply:

- The animal must be under the handler's control at all times (tether, leash, or voice control).
- The animal must be housebroken.
- The owner is responsible for any damage to the premises caused by the animal.
- The owner is responsible for the immediate cleanup and proper disposal of animal waste.

This approval is specific to the animal listed above. If you have any questions, please contact our office at [Phone Number] or [Email Address].

Sincerely,

[Name of Authorized Representative]

[Title]

[Organization/Management Name]