



# MATEO Employment Services, LLC

Matching Abilities To Employment Opportunities

6947 Coal Creek Pkwy SE #754 Newcastle, WA 98059

Phone 425-894-3021 VP 541-741-3085

www.mateoemploymentservices.com

## Request for Reasonable Accommodations:

All clients receiving services with MATEO Employment Services has the right to request reasonable accommodations. Reasonable accommodations are aimed to change the work environment or community resources to enable persons with disabilities to accomplish the same tasks/activities as those without disabilities. MATEO Employment Services will make every effort to honor requests for reasonable accommodations. Clients requesting a reasonable accommodation should provide a written request, on the form below, to the owner of MATEO Employment Services.

Should MATEO Employment Services be unable to honor a request for a reasonable accommodation, a written report will be provided to the client outlining why the reasonable accommodation could not be honored.

Reasonable Accommodation Request:

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

Signature: \_\_\_\_\_

Received By: \_\_\_\_\_ Date: \_\_\_\_\_

Outcome: \_\_\_\_\_