

# Non-ADA Reasonable Modification Request Form

## Iowa Northland Regional Transit Commission (INRTC) Operating as OnBoard Public Transit

This form is for individuals requesting non-ADA-related reasonable modifications to policies, practices, or procedures for accessing OnBoard Public Transit services. Please provide as much detail as possible to assist in evaluating your request.

---

### Section 1: Personal Information

- **Name:** \_\_\_\_\_
- **Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- **Phone Number:** \_\_\_\_\_
- **Email Address:** \_\_\_\_\_
- **Preferred Method of Contact:**  
 Phone                       Email                       Mail

### Section 2: Request Details

1. Describe the policy, practice, or procedure you are requesting to modify:

---

---

---

2. Describe the modification you are requesting:

---

---

---

3. Explain why this modification is necessary or beneficial:

---

---

---



**4. Is this request for a specific trip or service?**

Yes

No

If yes, please provide the following details:

- **Date of Trip or Service:** \_\_\_\_\_
- **Time of Trip or Service:** \_\_\_\_\_
- **Pickup Location (if applicable):** \_\_\_\_\_
- **Destination (if applicable):** \_\_\_\_\_

**Section 3: Additional Information**

- Are there any supporting documents or additional information you wish to include?

Yes (please attach copies)

No

- Additional comments or details:
- 
- 

**Section 4: Signature**

I certify that the information provided on this form is true and accurate to the best of my knowledge. I understand that OnBoard Public Transit may contact me for additional information if needed to evaluate my request.

- **Signature:** \_\_\_\_\_
  - **Date:** \_\_\_\_\_
- 

**Submission Instructions:**

Completed forms can be submitted via the following methods:

- **By phone:** [319-233-5213 or 1-800-369-3022]
  - Relay Iowa 711 [Over-the-phone interpreting available]
- **By email:** [lsires@inrcog.org](mailto:lsires@inrcog.org)
- **In writing:** OnBoard Public Transit  
229 E Park Ave  
Waterloo, IA 50703

For assistance with completing this form or additional information, please contact:

- **By phone:** [319-233-5213 or 1-800-369-3022]
  - Relay Iowa 711 [Over-the-phone interpreting available]
- **By email:** [lsires@inrcog.org](mailto:lsires@inrcog.org)
- **In writing:** OnBoard Public Transit  
229 E Park Ave  
Waterloo, IA 50703

**Privacy Statement:**

All information provided will be kept confidential and used solely to evaluate and process your reasonable modification request.

**Office Use Only**

- **Date Received:** \_\_\_\_\_
  - **Request ID:** \_\_\_\_\_
  - **Staff Initials:** \_\_\_\_\_
  - **Action Taken:** \_\_\_\_\_
- 

