

EMOTIONAL SUPPORT ANIMAL (ESA) APPLICATION FORM

1. The Tenant must provide a Prescription Letter (as described in "ESA Letter Definition") for an Emotional Support Animal that is Prescribed and Written by your LOCAL Physician/Psychiatrist with a patient/Physician/Psychiatrist “history” relationship. The letter must include the LOCAL State Medical License Number and permission to confirm the prescription.
2. Per HUD, The Fair Housing Act, if the tenant is renting a home, an Emotional Support Animal is ONLY allowed if a "REALTOR" is renting out the home, not owners of the home. I am the owner of this property and not a Realtor, therefore this property may be exempt from Federal ESA rules.
3. A Tenant with an Emotional Support Animal must include the following documents with their application.
 - a. Emotional Support Animal (ESA) Application Form
 - b. ESA Prescription letter described in "ESA Letter Definition”.
 - c. Letter by the treating veterinarian.
4. The Tenant is responsible to provide the Landlord with a valid (as described in "ESA Letter Definition") Prescription Letter for an Emotional Support Animal before signing their lease and moving into the Premises. If the Tenant brings any type of pet or animal into the Premises that has not been approved in writing by the Landlord it will be grounds for immediate EVICTION.
5. The only acceptable proof of your need for an emotional support animal is an ESA letter (as described in "ESA Letter Definition") . Any service that offers to certify or register your emotional support animal will not be accepted. On-line and Web ESA letters will not be accepted.
6. ESA Letter Definition: An emotional support letter is an official document that proves your need for an ESA. It must be less than a year old and on letterhead paper or a prescription pad from a local licensed medical doctor or mental health professional. The ESA letter must state the following:
 - a. That you have a diagnosed mental health condition or mental health-related disability.
 - b. The emotional support animal accompanying you is necessary for your mental health or treatment.
 - c. The type of animal you have as an ESA, and how many.
 - d. That the issuer of the letter is a licensed medical doctor or mental health professional, and you are under their treatment or care for a mental health disability.
 - e. The issuer’s license number, type of license, the license issue date, and the state or jurisdiction where it was issued.

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Applying to have an ESA in a Residential Facility An ESA is a companion animal that provides therapeutic benefits.. An accepted applicant may apply for permission to have an ESA reside in their apartment.

1. Name of Tenant _____
2. Date of Application: _____
3. Requested ESA animal type: _____
4. Approximate weight of animal: _____
5. Disability supported by ESA: _____
6. Required prescription letter from treating physician dated within one year of application that attests that the Tenant is a patient with a documented disability that is served by the emotional support animal, is attached to this form.

7. Required letter to be completed by the treating veterinarian who attests that the ESA animal is a patient of the veterinarian, is not aggressive, and is current with all required immunizations (including rabies). _____

This completed application, with required physician letter, and veterinarian letter has been received and the applicant has received, reviewed, and agreed to ESA Policies & Procedures, and ESA FAQ.

Tenant Applicant (Print & Sign) Date

MANAGERS'S SIGNATURE *on behalf of Hexnova Group LLC and K & R Realty LLC, as its Manager*

- Submission of this form does not guarantee ESA clearance/housing confirmation. ESA clearance and housing confirmation will be confirmed in writing..
- Please return completed forms to: Hexnova Group LLC, PO Box 344, Kutztown PA 19530