

# REASONABLE ADJUSTMENTS REQUEST FORM

PLEASE COMPLETE ALL SECTIONS OF THE FORM IN CAPITAL LETTERS

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## A. PERSONAL DETAILS

Full name: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Title of qualification: \_\_\_\_\_

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## B. REASON(S) FOR THE REQUEST

Please summarise your request and reason(s) in the box below:

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## C. SUPPORTING EVIDENCE

Please list the evidence you are submitting to support your request

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Please note that any evidence submitted will be available to Propertymark Qualifications only. Propertymark Qualifications will ensure that all information is kept confidential and not provided or discussed with third parties.

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**D. SIGNED DECLARATION**

I confirm that the information I have provided and evidence submitted is true and accurate. I understand that this form can only be used to request reasonable adjustments. I understand that candidates found to have knowingly provided misinterpretations or any false misleading information will have the appropriate action taken against them.

<b>Signature</b>	<b>Date</b>
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***For office use only***

- Reasonable Adjustment: approved / rejected
- Date approved/rejected (DD/MM/YY):
- If approved, list actions agreed below:

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- If rejected, give reason(s) below:

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<b>Signed on behalf of Propertymark Qualifications</b>	<b>Date</b>
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