



# REQUEST FOR REASONABLE ACCOMMODATION

Please print, fill out, and submit this form to request accommodation for Ecology program's services, or activities. Mail to: Ecology ADA Coordinator, PO Box 47600, Olympia, WA 98504-7600 or Email to: [ecyadacoordinator@ecy.wa.gov](mailto:ecyadacoordinator@ecy.wa.gov). You may call 360-407-6831 for assistance with this form.

## WRITTEN MATERIALS (PRINTED OR ONLINE)

Do you know the title(s) of the specific publication(s) you want? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, please provide the title(s):	
If no, please provide the information below to the best of your ability.	
Subject matter:	
Source of information:	
Location seen or reference provided:	
Other:	
What alternate format do you prefer?	<input type="checkbox"/> Large print <input type="checkbox"/> Reader <input type="checkbox"/> Braille <input type="checkbox"/> Digital format (please specify) _____ <input type="checkbox"/> Other (please specify) _____

## MEETINGS OR EVENTS

Name of meeting or event:	
Date scheduled:	
Do you need a reader?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you need a sign language interpreter?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, specify preference:	<input type="checkbox"/> Visual <input type="checkbox"/> Tactile
Do you have other communication requests?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please specify:	<input type="checkbox"/> Transcripts <input type="checkbox"/> Video displays <input type="checkbox"/> Captioning <input type="checkbox"/> Assistive listening device <input type="checkbox"/> Induction Loop <input type="checkbox"/> Other (please specify) _____

## REQUESTOR INFORMATION

Name	
Address	
Phone number(s)	
Email	

**For Internal Use**

Request received by: \_\_\_\_\_ Date: \_\_\_\_\_

Forwarded to: \_\_\_\_\_ Date: \_\_\_\_\_

Date needed: \_\_\_\_\_

*To request ADA accommodation including materials in a format for the visually impaired, call Ecology at 360-407-6831 or visit <http://www.ecy.wa.gov/accessibility.html>. Persons with impaired hearing may call Washington Relay Service at 711. Persons with speech disability may call TTY at 877-833-6341.*