

- To request materials in accessible format, sign language interpreters, CART and/or any accommodation to participate in any County-sponsored program or meeting, please contact _____ five days in advance to initiate your request. TTY users may also call 711 (Florida Relay Service.) **[The word, “CART” is a recent revision not previously found in Proc. 579.]**
- The above blank is to be filled in with the **name, phone number, and e-mail address** of a specific person.
- **DO NOT** use a general phone number or generic email address! This is likely to cause requests to fall through the cracks.

If your organization **disseminates materials to the general public** (such as brochures, pamphlets, etc.), people with disabilities need a mechanism by which they can request such materials in alternate format.

To obtain this information in accessible format, please call_____.

[THE ABOVE BLANK IS TO BE FILLED IN WITH A DEPARTMENTAL PHONE NUMBER THAT IS MANNED BY A STAFF MEMBER WHO CAN APPROPRIATELY RESPOND TO SUCH REQUESTS. AN EMAIL ADDRESS MAY ALSO BE INCLUDED ALONG WITH THE PHONE NUMBER]