

Date Received

City Hall, 2nd Floor
 300 Laporte Ave.
 Fort Collins, CO 80521

adacoordinator@fcgov.com
 970-416-4254

This form is an initial step in processing your request for an accommodation under Title II of the ADA. An accommodation is a reasonable modification or adjustment that enables a qualified person with a disability to enjoy the same access to services, activities and programs that are enjoyed by persons without disabilities. If you need assistance completing this form, please contact the ADA Coordinator directly, at 970-416-4254 or adacoordinator@fcgov.com. V/TDD 711.

If accommodations are needed for an event, please allow four (4) business days prior to the event to process your request and arrange the accommodation, if approved. If you require additional space to provide your information, please attach additional sheets to this form, identifying the paragraph(s) being answered.

1. Participant/ Requestor Information

Full Name _____
 Address _____
 City/State/Zip _____
 Home Phone _____ Cell Phone _____
 Email _____

2. Reasonable Accommodation Request Details

Activity/ Event _____
 Activity/ Event Location _____ Activity/ Event Date _____

REQUESTED ACCOMMODATION (Please select from the following)

Braille Large Print Sign Language Interpreter Assistive Listening Device

Other service or aid _____

Policy or practice modification _____

3. Signature

<i>Print Name</i>	<i>Signature</i>	<i>Date</i>
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Somebody will contact you within 2 business days to confirm receipt and request any additional information that is needed to process the request, so please make sure you provide a current phone number or email address. If you do not receive confirmation within 2 business days, please call or email the City's ADA Coordinator at 970-416-4254 or adacoordinator@fcgov.com.



SUBMIT

Email: adacoordinator@fcgov.com

or mail: City Manager's Office
 ADA Coordinator
 PO Box 580
 Fort Collins, CO 80522

or deliver: City Manager's Office
 ADA Coordinator
 300 Laporte Ave.
 Fort Collins, CO 80521