

Date : ____/____/____

Attn: City of Ava, Missouri
ADA Coordinator
127 SW 2nd St.
PO Box 967
Ava, MO. 65608

Dear Mr. McGee:

I write concerning the accessibility of the following government service, program, or activity:

It has been my experience that this service/program/activity is not accessible because

Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by state or local governments on the basis of disability. Under Title II of the ADA, a state or local government must ensure accessibility of all services, programs, and activities by:

- eliminating any eligibility criteria for participation in programs, activities, and services that screen out or tend to screen out persons with disabilities, unless it can establish that the requirements are necessary for the provision of the service, program, or activity;
- reasonably modifying its policies, practices, or procedures to avoid discrimination; and
- ensuring that individuals with disabilities are not excluded from services, programs, and activities because existing buildings are inaccessible.

To ensure accessibility of the above service/program/activity, I respectfully request that you:

- eliminate any eligibility criteria for participation in programs, activities, and services that screen out or tend to screen out persons with disabilities, unless it can establish that the requirements are necessary for the provision of the service, program, or activity
- reasonably modify its policies, practices, or procedures to avoid discrimination; and
- ensure that individuals with disabilities are not excluded from services, programs, and activities because existing buildings are inaccessible.

Specifically, I request the following to provide accessibility:

Please reply to my request in writing within ten (10) business days. If you have any questions about my request, please do not hesitate to contact me at

Name: _____

Address: _____

Phone #: _____

E-mail: _____

Sincerely,

[Printed Name]

[Signature]