

Did you remember to include accommodation information?

- *Standard:* “The City of Seattle encourages everyone to participate. For disability accommodations or accessibility information, contact [name | phone | e-mail] or visit [URL].”
- *Where space is limited:* “For accommodations or accessibility information, contact [name | phone | e-mail] or visit [URL].”
- *Where space is not a concern (e.g., webpages, reports, other documents):* “The City of Seattle encourages everyone to participate in its programs and activities. For disability accommodations, materials in alternate formats, or accessibility information, contact [name | phone | e-mail] or visit [URL] at your earliest opportunity.” Providing at least 72 hrs. notice will help ensure availability; sign language interpreting requests may take longer.”