



Request for Document in Alternate Format



The Town of Whitby is committed to providing information in the format that meets your needs. If you need information in an alternate format, please use this form and let us know what format will work for you. Alternatively, call 905-430-4306 to make your request by phone.

Name: _____

Address: _____

Telephone Number: _____

E-mail Address: _____

Name of Document required: _____

Additional information regarding the request or document (i.e. time factors such as a set public consultation period)

Format requested:

- Large Font (size required) _____
- Braille
- Audio html text
- Colour Contrast (contrast required) _____
- Other (please specify) _____

Return form to: Accessibility Coordinator Fax: 905-686-7005
c/o Town of Whitby, 575 Rossland Road East, Whitby, ON, L1N 2M8

Internal Use – To Be Completed by Accessibility Coordinator:			
Date Received:	Document's Originating Department/Contact	Date Completed	Cost:

Personal information on this form is being collected under the authority of the Municipal Act. It will be used to provide a document or information produced by the Corporation of the Town of Whitby, as requested. Questions about collection of personal information may be directed by mail to the Town Clerk, Town of Whitby, 575 Rossland Road East, Whitby, ON, L1N 2M8.