

# **AMERICANS WITH DISABILITIES ACT COMPLIANCE POLICY**

The Black Creek Village Library complies with the *Americans with Disabilities Act*, Public Law 101-336 (ADA) and the *Americans with Disabilities Act Amendments Act*, which prohibits discrimination on the basis of disability. The ADA, as applied to cities, counties, and other local governmental entities, requires that no qualified individual with a disability shall, on the basis of a disability, be denied the benefits of local government services, programs, or activities.

Accordingly, the Black Creek Village Library WILL:

- Take appropriate steps to ensure that communications with members of the public with disabilities are as effective as communications with others.
- Make reasonable accommodations in policies, practices, or procedures when necessary to avoid discrimination on the basis of disability, unless a fundamental alteration in a local government program would result.
- Operate its programs so that, when viewed in their entirety, they are readily accessible to and usable by individuals with disabilities.

## **HOW TO REQUEST REASONABLE ACCOMMODATIONS**

Persons who need an accommodation in order to receive the benefits of a Black Creek Village Library service, program or activity should complete a "Reasonable Accommodation Request Form" or contact the Library directly.

Enforcement of this policy is the responsibility of all Black Creek Village Library staff members.

**BLACK CREEK VILLAGE LIBRARY**  
**REASONABLE ACCOMMODATION REQUEST FORM**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

What service, program or activity does this request concern?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date (if applicable) \_\_\_\_\_

What accommodation is requested?

\_\_\_\_\_  
\_\_\_\_\_

For help in completing this form contact the Black Creek Village Library, 507 South Maple Street, Black Creek, WI, 54106 or (920) 984-3094.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Return completed form to Black Creek Village Library, 507 South Maple Street, Black Creek, WI, 54106