

SAMPLE

Accessibility Statement

The meeting site is accessible, including handicapped parking. Individuals attending the meeting are requested to refrain from using heavily scented personal care products, in order to enhance accessibility for everyone. Persons with disabilities, who need mobility, visual, hearing, and/or other assistance for effective participation should indicate such needs when registering. All such requests must be received at least 10 days before the date of the meeting. Any requests received after **(insert date)** cannot be guaranteed.