

# Alternative Format Request Form



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### Policy Statement:

- The Corporation of the County of Northumberland shall provide any correspondence, invoices or documents available to the public in an alternative format upon request.
- The format will be mutually agreed upon and provided within ten (10) business days

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Document(s) requested: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Preferred format: \_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

