## **Website Accessibility Complaint Form**

Filing a complaint or grievance regarding the accessibility of the Plymouth Volunteer Ambulance Corps Website

### Who may complain?

Any person, such as a member of the Plymouth Volunteer Ambulance Corps, or a member of the public may file a complaint or grievance.

#### How is a complaint submitted?

The individual may complain directly to the webmaster by completing the contact form listed on the "Accessibility Notice" page on the Plymouth Volunteer Ambulance Corps website. Complaints may also be submitted orally or in writing. Written complaints may be sent via US mail or email, or by sending the Accessibility Complaint Form below.

#### Written Complaint forms should be emailed or sent via US mail to:

Plymouth Volunteer Ambulance Corps - Attn: Webmaster

191 Main St. Terryville, CT 06786.

Oral complaints may be made by calling: (860) 589-2313

#### What information should be included in a written complaint?

A complaint or grievance regarding the inaccessibility of the Plymouth Volunteer Ambulance Corps public website content should contain the following information, which you will have to opportunity to fill out in the form below:

- Your Name
- Your Address
- Your Email Address and Phone Number
- The date of the complaint
- A description of the problem encountered
- The URL (Web address) or the location of the page you are referencing
- Solution desired

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1.	Your Name
2.	Your Address
3.	Your Email Address
4.	Your Phone Number
5.	The date of the complaint
6.	A description of the problem encountered
7.	The URL (Web address) or the location of the page you are referencing
8.	Solution desired