



## Request for Documentation in Alternate Format

The Town of The Blue Mountains is committed to providing information in the format that meets your needs. If you need information in an alternative format, please use this form and let us know what format will work for you. The form may be provided in person, in writing, or by delivering an electronic text by email. Please submit your form to any of the following:

**Mail or Deliver to:** Town of The Blue Mountains 32 Mill Street, Box 310  
Thornbury, ON N0H 2P0

**Fax to:** 519-599-7723 **Email to:** [townclerk@thebluemountains.ca](mailto:townclerk@thebluemountains.ca)

Alternatively, call **519-599-3131 ext 232** and make your request over the phone.

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

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

City/Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

Name of Document Required: \_\_\_\_\_

Additional Description of Document: \_\_\_\_\_

\_\_\_\_\_

Format Requested: e.g. html, audio, pdf, etc. (please indicate any specific technical needs)

\_\_\_\_\_

\_\_\_\_\_

Date information is required: \_\_\_\_\_

Return this form to:

The Clerks Department, The Corporation of the Town of The Blue Mountains

32 Mill Street, Box 310

Thornbury, ON

N0H 2P0

[townclerk@thebluemountains.ca](mailto:townclerk@thebluemountains.ca)

Fax: 519-599-7723

**Internal Use- To be completed by The Town of The Blue Mountains' Clerks Department**

| Date Received | Document's Originating Department/Contact | Date Completed |
|---------------|---|----------------|
|               |   |                |