

Sample Assurance Letter

Date

Elaine Stefanowicz
GCDE
PO Box 9046
Olympia, WA 98507

Re: Letter of Assurance for the Accessible Communities Act

Dear Ms. Stefanowicz:

In accordance with the Accessible Communities Act (Chapter 215, Laws of 2010), the **[insert your county name here]** County **[Commissioner/Council]** assures the Governor's Committee on Disability Issues and Employment that it has established an active cross-disability Accessible Communities Advisory Committee (ACAC).

It assures that the members of the ACAC include persons with a diverse range of disabilities who are knowledgeable in indentifying and eliminating attitudinal, programmatic, communication and physical barriers encountered by persons with disabilities. It further assures the committee is actively involved in the following activities:

- Advising policy makers on the needs of persons with disabilities in emergency plans.
- Advising the county and other local governments within the county on access to programs, services, and activities, new construction or renovation projects, sidewalks, other pedestrian routes of travel, and disability parking enforcement.
- Developing local initiatives and activities to promote greater awareness of disability issues, and acceptance, involvement and access for persons with disabilities within the community.

Included with this letter is a list of current ACAC members and their qualifications.

The undersigned certifies the above assurances have been met.

Sincerely,

[insert county name] County **[Commissioner/Council Member]**