

To report an interior or exterior accessibility issue at the College, please print the information below.

BARRIER REPORTED BY

Date Reported: _____ Address: _____
 Submitted By: _____
 Have you reported the barrier previously? Yes No Phone: _____

BARRIER INFORMATION

Description of Barrier:

Location of Barrier: (be specific i.e. building name, room number, parking lot 'C' etc.)

The completed form should be sent to Karen Furukawa, Director, Human Resources/ADA Coordinator, Santa Rosa Junior College, 1501 Mendocino Ave., Santa Rosa, CA 95401. The form can also be faxed to (707) 527-4967. If you have questions regarding the completion of this form, please call Susan Muskar at (707) 524-1624 or Karen Furukawa at (707) 527-4302.

DISTRICT USE ONLY

Approvals: _____
 Assigned to: _____ Facilities Representative _____

 Karen Furukawa, Director, Human Resources Other approvals, if applicable _____

BUDGETING / FUNDING INFORMATION

Budget code: _____ Funding Source: _____
 Signature: _____ Date: _____
 Completion Date: _____ Recorded by HR: _____