INFORMATION FOR VISITORS WITH SPECIAL NEEDS

BUILDING ACCESS GENERAL INFORMATION

Our staff and volunteers are committed to making our programs accessible to all visitors. If you have questions or need assistance, please notify a member of our team or call (251) 580-1897.

An accessible entrance is available for access into the building. Call (251) 580-1897 to make arrangements in advance.

The Research Room lockers, microfilm readers, and tables are accessible. Staff can assist with book retrieval, copying of documents, or other Research Room requests as needed.

To arrange tours for special-needs visitors, call the department at (251) 580-1897.

PARKING FOR DISABLED VISITORS

Disability access parking spaces are located in the Archives and History parking lot. Parking is free for Archives visitors. These parking spaces are van-accessible.

SERVICES FOR VISUALLY IMPAIRED

While visiting our museum galleries, you may notice many areas have low-level lighting. This is necessary to protect our collections from the harmful effects of ultraviolet light.

GUIDE ANIMALS

Guide dogs and other assistance animals are welcome throughout the building. Please check in with the lobby desk as you enter the building.

SERVICES FOR HEARING IMPAIRED

American Sign Language interpreter services are available with advanced notice. Please contact us at (251) 580-1897 at least ten days in advance of any department program or special event if you require an interpreter.

RESTROOM AND WATER FOUNTAIN ACCESS
Accessible restrooms and water fountains are available and accessible.

**ADA GRIEVANCE PROCEDURE**

The Baldwin County Department of Archives and History does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or provision of services. The department has adopted an internal grievance resolution procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by the U.S. Department of Justice regulations implementing Title II of the Americans with Disabilities Act.

Complaints should be addressed to Baldwin County Department of Archives and History, 312 Courthouse Square, Suite 26, Bay Minette Alabama 36507. Every effort will be made to negotiate a reasonable and equitable solution to any complaint brought against the Baldwin County Department of Archives and History.