



R & J Machine

ALTERNATIVE FORMAT REQUEST FORM

To receive an R & J Machine document or service in an alternative format, please fill in the information below. We will aim to provide the document or service requested within a reasonable time frame, which will vary depending on the resources required to process the request and the complexity of the alternative service delivery process.

Name:	
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Document or service requested:	
Preferred format:	
Date of request:	

Please return this form to:

Mail: Accessibility Officer
R & J Machine
1601 Eighth Line
Lakefield
Ontario
K0L 2H0

Fax: (705) 652-6412

Email: info@rjmachine.ca