

Notice Regarding Nondiscrimination and Accessibility Requirements:
Discrimination is Against the Law

Botetourt County complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex. Botetourt County does not exclude people or treat them differently because of race, color, national origin, age, disability, or sex.

Botetourt County:

- Provides free aids and services to people with disabilities to communicate effectively with us, such as:
 - Qualified sign language interpreters
 - Written information in other formats (large print, audio, accessible electronic formats, other formats)
- Provides free language services to people whose primary language is not English, such as:
 - Qualified interpreters
 - Information written in other languages

If you need these services, please contact Botetourt County Human Resource department.

If you believe that Botetourt County has failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability, or sex, you can file a grievance with:

Human Resources
5 W Main Street
Suite 200
Fincastle, VA 24090
540-928-2012
540-473-8207
HR@BOTETOVRTVA.GOV

If you have a concern or complaint, you can file a grievance in person or by mail, fax, or email. If you need help filing a grievance, Edward McDaniel, is available to help you. You can also file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights electronically through the Office for Civil Rights Complaint Portal, available at <https://ocrportal.hhs.gov/ocr/portal/lobby.jsf>, or by mail or phone at:

U.S. Department of Health and Human Services
200 Independence Avenue SW., Room 509F
HHH Building,
Washington, DC 20201
1-800-868-1019
800-537-7697 (TDD)

Complaint forms are available at <http://www.hhs.gov/ocr/office/file/index.html>.