**INDIVIDUAL FOREIGN LANGUAGE INTERPRETER AND TRANSLATOR REQUEST**

Wisconsin Department of Transportation

DT2517 8/2022

Use this form to request a foreign language interpreter or translator at no cost.

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| **Translation of Printed Materials** |
| Do you know the title(s) of the specific publication(s) you want? [ ]  Yes [ ]  No |
| If yes, please specify the title(s)      |
| If no, please provide any information you can to help us identify the requested document(s) or publication(s). |
| Source of information:       |
| Location seen or reference provided:       |
| Subject matter:       |
| Other leads (attach additional information on separate paper if needed):       |
| What language do you prefer for translation?       |

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| **Interpretation for Meetings or Hearings** |
| Date of Event:       |
| Type of Event (council meeting, committee meeting, public listening session, etc.):       |
| Event Start Time:       Event End Time:       |
| Location of Event:       |
| What language do you prefer for interpretation?       |

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| Requestor’s Name      | (Area Code) Telephone Number      |
| Street Address or P.O. Box      | City      | State      | ZIP Code      |
| Email Address      | Date and Time Needed      |
| *Office Use Only* |
| Request received by:       Date:       | Request provided by:       Date:       |

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| **Submit your request by mail, fax, phone, or email to:** |
| Taqwanya Smith, Senior Title VI and ADA CoordinatorOffice of Business Opportunity and Equity Compliance4822 Madison Yards Way, 5th Floor SouthMadison, WI 53705Telephone: (608) 266-8129TTY: (800) 947-3529Fax: (608) 267-3641Email: taqwanya.smith@dot.wi.govWebsite: <http://wisconsindot.gov/Pages/doing-bus/civil-rights/titlevi-ada/default.aspx> |