### **Accessibility Statement for [Website Name]**

This is an accessibility statement from [Your Company Name].

### **Measures to Support Accessibility**

[Your Company Name] takes the following measures to ensure accessibility of [Website Name]:

* Include accessibility as part of our mission statement
* Include accessibility throughout internal policies
* Assign clear accessibility goals and responsibilities
* Employ formal accessibility quality assurance methods

### **Conformance Status**

The Web Content Accessibility Guidelines (WCAG) define requirements for designers and developers to improve accessibility for people with disabilities. These guidelines define three levels of conformance: Level A, Level AA, and Level AAA.

[Website Name] is **[fully/partially/not] conformant** with WCAG 2.1 Level AA.  
*Partially conformant* means that some parts of the content do not fully meet the accessibility standard.

### **Feedback**

We welcome your feedback on the accessibility of [Website Name]. Please let us know if you encounter any accessibility barriers:

* 📞 Phone: [Phone Number]
* 📧 Email: [Email Address]

We aim to respond within [X] business days.

### **Compatibility with Browsers and Assistive Technology**

[Website Name] is designed to be compatible with the following technologies:

* Google Chrome with NVDA on Windows
* Safari with VoiceOver on iOS
* Firefox with JAWS on Windows
* Microsoft Edge with Narrator/Magnifier on Windows
* Google Chrome with TalkBack on Android

[Website Name] may not be compatible with:

* Internet Explorer 11 or older
* Mobile OS versions older than 5 years
* Browsers older than 3 major versions
* Outdated versions of assistive technologies

### **Technical Specifications**

Accessibility of [Website Name] relies on the following technologies to work with your browser and assistive tools:

* HTML
* CSS
* JavaScript
* WAI-ARIA

These technologies are relied upon for conformance with WCAG standards.

### **Known Limitations**

Despite our best efforts, some areas of [Website Name] may have limitations:

**Example:**

* **Newsletter form in footer**: The form fields currently lack proper labels due to platform limitations. Users are guided by placeholder text instead.  
  *Planned Fix:* We are considering switching to a form block to improve accessibility.

Please contact us if you encounter an issue not listed above.

### **Accessibility Assessment**

[Your Company Name] assessed the accessibility of [Website Name] through:

* ✅ Self-evaluation
* ✅ Manual reviews
* ✅ Client feedback

### **Formal Complaints**

At [Website Name], we are committed to inclusivity. If you experience accessibility issues, we invite you to submit a formal complaint.

**How to Submit a Complaint:**

* **Email:** Send to [Email Address] with:
  + A description of the issue
  + The page or URL affected
  + Your device, browser, operating system, and assistive tech (if used)
* **Phone:** Call [Phone Number] during business hours

**Escalation Process:**

* You’ll receive a response within [2] business days
* We aim to resolve or provide updates within [10] business days
* If unresolved, the issue will be escalated to our Accessibility Compliance Officer

### **Commitment to Improvement**

We’re committed to continuously improving our digital spaces for all users. Your feedback matters.

### **Formal Approval**

This Accessibility Statement is approved by:

**[Your Company Name]**[Your Name]  
[Your Role]