

**UNITED STATES BANKRUPTCY COURT
DISTRICT OF VERMONT**

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CLERK OF COURT

Thomas J. Hart

**CLERK'S
ANNOUNCEMENT
99-102**

TO: Court Users

FROM: Thomas J. Hart, Clerk

DATE: May 17, 1999

RE: Hearing Impaired Persons
Persons in Need of Foreign Language Interpretation

A description of the referenced services and the procedures to obtain them follows:

A. Hearing Impaired Persons:

1. An assistive listening device, a small wireless receiver with an earplug, is available to members of the general public and to participants in proceedings.* The device may be obtained by contacting the court's access coordinator** in advance of the hearing or by inquiring at the clerk's office window. The clerk's staff will assist with a sign out procedure and provide new ear plug covers with each use.
2. Sign language interpretation services are available to participants in court proceedings. The requesting party must contact the court's access coordinator at least 10 working days in advance of the court proceedings.

- B. Persons in Need of Foreign Language Interpretation - Interpretation services are available to participants in court proceedings. The requesting party must contact the court's access coordinator at least 10 working days in advance of the court proceedings.

A review of the court's provision of auxiliary aids and services may be requested through the court's access coordinator. Any dissatisfaction or special problems encountered with the equipment or services provided should be brought to the access coordinator's attention.

* Participants in court proceedings are parties, attorneys, jurors and witnesses, but not the general public.

** The court's access coordinator is courtroom deputy Terri A. Satterlee. Telephone (802) 747-7648 or ask for her at the clerk's office window.