

Letter of Complaint Regarding Inadequate Accessibility at Conference

Your Name
Your Address
City, State, Zip Code
Email Address
Date

Conference Organizer's Name
Conference Name
Organizer's Address
City, State, Zip Code

Dear [Conference Organizer's Name],

I am writing to formally express my concerns regarding the inadequate accessibility provisions at [Conference Name], which took place on [dates]. As an attendee with [specific accessibility need], I found several aspects of the event challenging and disappointing.

Despite my expectations for a fully accessible environment, I encountered significant barriers that hindered my participation. These included [specific issues such as lack of wheelchair access, inadequate seating arrangements, absence of assistive technology, etc.]. Such limitations not only affected my experience but also that of other attendees with similar needs.

Accessibility is essential for all participants, and it is crucial that future conferences address these issues to create an inclusive environment. I urge you to review the accessibility measures currently in place and to implement necessary changes for future events.

Thank you for your attention to this matter. I look forward to your prompt response, detailing how these concerns will be addressed moving forward.

Sincerely,
[Your Name]