

ADA Accessibility Audit Findings

Date: [Insert Date]

To: [Recipient Name]

Address: [Recipient Address]

Dear [Recipient Name],

We conducted an audit of your facility with respect to the Americans with Disabilities Act (ADA) accessibility compliance on [Audit Date]. Below are the findings from our assessment:

Findings Summary:

- **Entrances:** [Description of findings]
- **Restrooms:** [Description of findings]
- **Parking:** [Description of findings]
- **Path of Travel:** [Description of findings]
- **Signage:** [Description of findings]

Recommendations:

[Detailed recommendations based on findings]

Conclusion:

Ensuring accessibility for all is crucial, and we recommend addressing these findings promptly to enhance compliance and usability for individuals with disabilities.

Thank you for your attention to this important matter. Please feel free to reach out for further clarification or assistance.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Contact Information]