

Letter asking your regional center to communicate with you in your primary language

You can use this letter to ask for communication in a language you understand. Copy this letter and fill in the blanks with information about you and/or your child.

(Date): _____

Your Service Coordinator's Name

Your Regional Center

Address of Your Regional Center

Dear (Your Service Coordinator's name):

My name is _____. I am a (check one):

regional center client.

the parent of _____, who is a regional center client.

This letter is to ask you to communicate with me in my primary language.

I do not speak or understand English. My primary language is: _____.

I understand that the Lanterman Act says that you must do these things. Please:

- Send any Notices of Action to me in my primary language.¹
- If I appeal, send me information about the mediation and hearing process in my language.²
- Send my IPP and any letters in my language.
- When I have an IPP meeting, please have someone at the meeting who can interpret for me.
- Please keep this letter in my file. If you have any questions, please call me. Have an interpreter in my language available when you call.

Thank you.

Sincerely,

Name and signature: _____

Address and phone no.: _____

¹ Welfare & Institutions Code section 4701(n).

² Welfare & Institutions Code section 4705(d).