



Office of Civil Rights

Chinook Building, 401 Fifth Avenue, Suite 215
Seattle, Washington 98104-1818 MS: CNK-ES-0215
206-263-2446 TTY Relay: 711 206-296-4329 Fax
www.kingcounty.gov/exec/CivilRights/DA.aspx

HOW THE PUBLIC CAN REQUEST SIGN LANGUAGE INTERPRETERS

When should I request a sign language interpreter?

Many short visits to county offices will not require an interpreter. For example, if you need paperwork from the Licensing office, that visit would be quick and you should be able to communicate by writing notes back and forth. If you wish, you may bring along a friend or relative to help interpret when conducting brief business with the county. However, county departments should hire certified sign language interpreters when conducting official county business if the information is more complex, will be lengthy, or is related to medical or legal matters.

How do I request interpreter services?

Public meetings: Make your request by calling or emailing the county office that is sponsoring a public meeting, hearing or other public event. For example, if the county Roads Division is holding a public hearing about road construction, or Metro Transit is holding a public forum about bus services, contact them about your need for interpreters.

Meeting with a county employee: If you are meeting with an individual county employee and need an interpreter, make the request by contacting that person. For example, if you have an appointment to visit the Civil Rights Office to talk about a discrimination complaint, let the investigator know about your interpreting needs.

Court services: If you need ASL interpreters for hearings, trials and court-related programs in criminal, civil and family law matters, contact:

Superior Court – Linda Ridge, 206-477-1365, linda.ridge@kingcounty.gov

District Court – Patricia Kohler, 206-255-5068, patricia.kohler@kingcounty.gov

<p>Please provide as much advance notice as possible. Be sure to mention any particular communication needs you have.</p>

What if I need an interpreter in an emergency situation?

In an emergency or time-sensitive situation where you couldn't have made interpreter arrangements beforehand, you can ask the county employee or agency to contact the Emergency Sign Language Interpreter Program (ESLIP). For more information, see the ESLIP fact sheet link at <http://www.kingcounty.gov/exec/CivilRights/DA.aspx>.