## **Request for Alternative Media Files**

To request alternative media files for a person with a documented disability for whom accommodations have been approved, please provide the following information by e-mail (production-clerk@proedinc.com) or fax (512/302-9128):

Title(s) of PRO-ED Book or Material
Author(s)
ISBN or PRO-ED Order Number(s)
Description of Disability/Impairment
Title of the Class for Which Book(s)/Material(s) Requested
Class Instructor's Name
Requester Name/Title
School Address
E-mail
Phone

A print copy of the materials requested has been purchased.

**NOTE:** We are only able to provide PDFs. We do <u>not</u> send Word files.