



Dear Applicant:

Thank you for your interest in applying for a Retailer Contract to sell Oregon Lottery games. As part of the application process, Oregon Administrative Rule (OAR) 177-040-0070 requires all applicants to make Lottery games and services accessible to people who use wheelchairs. This rule only addresses Lottery games and services at your location, from the point of arrival, to where Lottery games and services are available. It does not require you to make other areas of your business accessible.

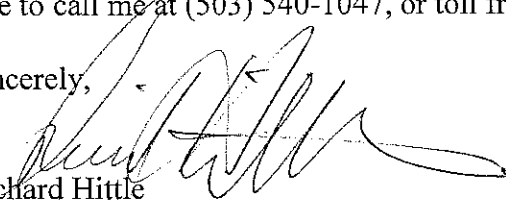
Enclosed are accessibility guidelines that may help you identify common wheelchair accessibility barriers, and help you in making a determination whether your business is wheelchair accessible. These guidelines are developed from The Americans with Disabilities Act Accessibility Guidelines, Accessibility Guidelines for Buildings and Facilities and Oregon Statutes. They are intended as a general guide only. ***The Lottery cannot advise you on how to make your business wheelchair accessible.***

Please review the guidelines. If you need more specific information, contact your local building or planning department. There may be additional requirements imposed by your ***local jurisdiction or, they may require additional permits*** to make these changes to your building or parking areas.

Enclosed is a copy of the rule and a form for you to use in certifying that lottery games and services, when installed within your business, will be accessible to people who use wheelchairs. When you determine that your business is wheelchair accessible, complete the form and return it to the Lottery. ***Remember: the Oregon Lottery will not enter into a contract with you if lottery games and services are not accessible to people who use wheelchairs.***

Making Lottery games available to people who use wheelchairs is the right thing to do. It is a good business decision for you and for the Oregon Lottery. If you have any questions, please feel free to call me at (503) 540-1047, or toll free at 1-800-766-6789 extension 1047. Thank you.

Sincerely,



Richard Hittle

Accessibility and Compliance Officer