

**THIRTY-FIFTH JUDICIAL DISTRICT OF PENNSYLVANIA**  
**AMERICANS WITH DISABILITIES ACT (TITLE II) POLICY**

The Courts of the Thirty-fifth Judicial District of Pennsylvania (Mercer County) comply with Title II of the Americans with Disabilities Act (ADA) which provides that:

“No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity”, (U.S.C.A. ss12132.)

Pursuant to that requirement, if you are an individual with a disability who needs an accommodation in order to participate in any judicial proceeding or any other service, program, or activity of the Thirty-fifth Judicial District of Pennsylvania, you are entitled, at no cost to you, to the provision of certain assistance. The ADA does not require the Thirty-fifth Judicial District of Pennsylvania to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

If you require an accommodation under the ADA, it is recommended that you make your request as soon as possible or at least three (3) business days before your scheduled participation in any court proceeding or activity in the Thirty-fifth Judicial District of Pennsylvania. All requests for accommodation, regardless of timeliness, will be given due consideration and if necessary, may require an interactive process between the requestor and the Thirty-fifth Judicial District of Pennsylvania to determine the best course of action.

To request a reasonable accommodation, please complete the *Request for Reasonable Accommodation Form* (Appendix A) and return it to the ADA Coordinator listed below:

Bo D. McCleary, District Court Administrator  
Office of the Court Administrator  
Third Floor, Mercer County Courthouse  
North Diamond Street  
Mercer, Pennsylvania 16137  
Fax Number: 724-662-3838  
Email: [bmccleary@mercercounty.pa.gov](mailto:bmccleary@mercercounty.pa.gov)  
Telephone Number: 724 662-3800 ext. 2516

If you need assistance completing this form, contact the ADA Coordinator. Complaints alleging violations of Title II under the ADA may be filed pursuant to the Thirty-fifth Judicial District of Pennsylvania Grievance Procedure with the ADA Coordinator listed above. A response will be sent to you after a careful review of the facts.