

**1330 Southern Expressway
P.O. Box 831
Cape Girardeau, MO 63702**

Notifying the Public of Rights under Title VI

Cape Girardeau Community Sheltered Workshop, Inc d/b/a VIP Industries posts Title VI notices on our agency's website, in public areas of our agency, in our board room, and on our buses and/or paratransit vehicles.

Cape Girardeau Community Sheltered Workshop, Inc d/b/a VIP Industries operates its programs and services without regard to race, color, or national origin, in accordance with Title VI of the Civil Rights Act of 1964.

To obtain additional information about your rights under Title VI, contact Cape Girardeau Community Sheltered Workshop, Inc d/b/a VIP Industries.

If you believe you have been discriminated against on the basis of race, color, or national origin by Cape Girardeau Community Sheltered Workshop, Inc d/b/a VIP Industries, you may file a Title VI complaint by completing, signing, and submitting the agency's Title VI Complaint Form.

How to file a Title VI complaint with Cape Girardeau Community Sheltered Workshop, Inc d/b/a VIP Industries:

1. To obtain a Complaint Form from Cape Girardeau Community Sheltered Workshop, Inc d/b/a VIP Industries, contact Cape Girardeau Community Sheltered Workshop, Inc d/b/a VIP Industries, P.O. Box 831, Cape Girardeau, MO 63702.
2. In addition to the complaint process at Cape Girardeau Community Sheltered Workshop, Inc d/b/a VIP Industries, complaints may be filed directly with the Federal Transit Administration, Office of Civil Rights, Region VII, 901 Locust Street, Suite 404, Kansas City, MO 64106
3. Complaints must be filed within 180 days following the date of the alleged discriminatory occurrence and should contain as much detailed information about the alleged discrimination as possible.
4. The form must be signed and dated, and include your contact information.

If information is needed in another language, contact 573-334-9661.	
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