Valued Suppliers, Vendors and Contractors,

Thank you again for your continued partnership with the University of Washington and for your attention to our prior communication regarding digital accessibility compliance.

As a follow-up, we are now requesting that you submit formal documentation to confirm the accessibility status of your digital products and services. This information is essential to ensure conformance with the Web Content Accessibility Guidelines (WCAG) 2.1 Level AA as required by federal regulations.

What You Need to Submit

By **August 31, 2025**, please submit the following **for each applicable product or service** currently in use at the University of Washington:

1. **Accessibility Conformance Report (ACR)**
   - Use the most recent version of the Voluntary Product Accessibility Template (VPAT) to document each product's level of conformance with WCAG 2.1 Level AA.
   - Third-party evaluations are strongly encouraged.
2. **Accessibility Roadmap**
   - The Accessibility Roadmap outlines your plan to resolve each issue documented in the ACR and ensure accessibility is addressed in upcoming product changes.
   - Ensure the roadmap is specific, including a timeline and milestone dates for planned work.
3. **Include an email address for follow-up** if you have a digital accessibility point of contact or other preferred contact.

How to Submit

You will soon receive a follow up email with the subject line "**UW Suppliers: Provide Digital Accessibility Documentation**" with a link to a submission form. You should provide information for each applicable product that you supply to the University of Washington.

If you have questions about this process, please contact us at supplierask@uw.edu. Thank you for supporting the University of Washington's commitment to digital accessibility. Please let us know if you have any questions or need further assistance.

UW Suppliers: Provide Digital Accessibility Documentation

UNIVERSITY of WASHINGTON

UW Digital Accessibility sent you a document to review and sign.

REVIEW DOCUMENT

UW Digital Accessibility

supplierask@uw.edu

Valued Suppliers, Vendors and Contractors,

You recently received an email requesting that you submit formal documentation to confirm the accessibility status of your digital products by August 31, 2025.

Select REVIEW DOCUMENT above to open your Accessibility Documentation Submission Form.

Prepare Your Documentation:

For each product you supply to UW, you will need to submit the Product name and version, a Product ACR including the author (if created by a 3rd party) and publish date, and a Product Accessibility Roadmap that outlines your plan to resolve each issue documented in the ACR.

Please note:

If another person within your organization is responsible for digital accessibility, you may forward this email to them to complete the form.

You may submit up to 5 products using the form. If you supply more than 5 products to UW, please contact supplierask@uw.edu for assistance.

Powered by **Docusign**