

# Easy Read - Communicating with you

	Your input and 'voice' are essential for us to provide you with support that best suits you.
	Please speak to us and tell us what you want.
	Tell us how best to connect with you.
	Let us know if you need an interpreter – Auslan/language or any other aids.
	Do you want us to send an email?
	Is phoning you the best way to contact you?
	We will record what you tell us and let our workers know what you want.
	Tell us if you are interested in giving our management team regular feedback to improve our service.
	Our contact information: Bookings: _____ (making and cancelling) Accounts: _____ Feedback: _____ (positive and negative) Other: _____
	Remember, your input and voice are essential to us providing your support.