

**Oklahoma State Fair, Inc.  
State Fair Park  
Americans with Disabilities Act  
Title II Grievance Procedure**

Oklahoma State Fair, Inc. (OSF), as the manager of State Fair Park, has adopted this grievance procedure for prompt and equitable resolution of complaints alleging any action prohibited by the U.S. Department of Justice regulations implementing Title II of the American with Disabilities Act. Title II states, in part, that “no otherwise qualified disabled individual shall, solely by reason of such disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination” in programs or activities sponsored by a public entity.

1. A complaint shall be filed in writing, contain the name and address of the person filing, and briefly describe the alleged violation of the regulations.
2. A complaint shall be filed within 30 days after the complainant becomes aware of the alleged violation. Processing of allegations of discrimination which occurred before the grievance procedure was in place will be considered on a case-by-case basis.
3. An investigation, as may be appropriate, shall follow a filing of a complaint. The investigation shall be conducted by or at the direction of the ADA Coordinator. These rules contemplate informal but thorough investigations, affording all interested persons and their representatives, if any, an opportunity to submit evidence relevant to a complaint.
4. A written determination as to the validity of the complaint and a complete description of the resolution, if any, shall be issued by the ADA Coordinator and a copy forwarded to the complainant by no later than 60 days after its filing, unless it is determined by the ADA Coordinator that additional time is needed to complete the investigation.
5. The ADA Coordinator shall maintain the files and records of State Fair Park relating to the complaints filed and the disposition of each.
6. The complainant may request the City of Oklahoma City, owner of State Fair Park; reconsider the case in instances where he or she is dissatisfied with the resolution. A written request for reconsideration should be made within 10 days from the date of issuance of the written resolution and should be sent to: Keith Wilkinson, ADA Coordinator, General Services Department, 115 N. Shartel, Oklahoma City, OK 73102; phone: 405.297.2849, TDD: 405.297.2020; fax: 405.297.2474; who has been designated to coordinate ADA compliance efforts.
7. The right of a person to a prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person’s pursuit of other remedies such as the filing of an ADA complaint with the responsible federal department or agency. Use of this grievance procedure is not a prerequisite to the pursuit of other remedies.
8. These rules shall be constructed to protect the substantive rights of interested persons, to meet the appropriate due process standards, and to assure that Oklahoma State Fair, Inc., manager of State Fair Park, complies with the ADA and implementing regulations.

Complaints should be addressed to:  
Oklahoma State Fair, Inc.  
ADA Coordinators  
3001 General Pershing Blvd.  
Oklahoma City, OK 73107  
Phone: 405.948.6700  
Fax: 405.948.6828

Bill Allen, Bert Benear, Gina Burchfiel, James Johnson, Jeff Tracy, Chris Tucker & Melinda Parsons have been designated to coordinate ADA compliance efforts at State Fair Park.

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**Post to and maintain on all State Fair Park Bulletin Boards.**

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