

**SUBJECT: ACCESSIBILITY – CUSTOMER SERVICE STANDARDS PROCEDURE**



**THE TOWN OF CARLETON PLACE SERVICE DISRUPTION**

**NOTICE**

There has been an unexpected service disruption at the **Name of Facility**. The estimated time of the service disruption is from **start time** until **End time**.

**These disruptions include:**

**Description of service**

**disruptions**

On behalf of the Town of Carleton Place we would like to thank you for your patience in this matter.

Should you have any further questions, please contact

Duncan Rogers, Clerk  
Town of Carleton Place  
613-257-6211  
[drogers@carletonplace.ca](mailto:drogers@carletonplace.ca)