



County of Burleson

Log of LEP Requests

Instructions: Unless otherwise directed, each department/office shall maintain this log throughout the calendar year and submit it to the Burleson County Treasurer's Office, Title VI/Nondiscrimination Coordinator, by January 15th of each year. Submit via email at ssmith@burlesoncounty.org

Department: _____

Reporting Period: _____ - _____
From To

LEP Department Contact: _____

Date of Request or Interaction	Language Requested	Program or Activity	Translation Service provided (in person, telephone, written, Google translate, contractor, family member, community volunteer)	Documents translated (Vital documents and documents warning of hazard/danger should be translated in English & Spanish)	Costs of Translation (if any)