

ACIRE SIGNATURE GROUP

Confidence in Every Signature.

ACCESSIBILITY STATEMENT

Website & Digital Services Accessibility Policy

Effective Date: June 30, 2025 · Last Reviewed: June 30, 2025

ATTORNEY NOTE: This Accessibility Statement reflects good-faith compliance efforts for a small service business. For full ADA legal compliance review, consult a Florida-licensed attorney familiar with website accessibility law.

Business:	Acire Signature Group
Owner:	Erica Parks, Florida Commissioned Notary Public
Website:	https://www.aciresignaturegroup.com
Phone:	(772) 249-2804
Email:	info@aciresignaturegroup.com
Location:	Port St. Lucie, Florida
Effective:	June 30, 2025
Next Review:	June 30, 2026

Section 1: Our Commitment to Accessibility

Acire Signature Group is committed to ensuring that our website and services are accessible to all people, including individuals with disabilities. We believe that everyone — regardless of ability, age, or assistive technology used — deserves equal access to information about our services and the ability to contact us, schedule appointments, and receive the professional notary services they need.

This commitment is especially meaningful given the nature of our work. A significant portion of our clients are elderly individuals, patients in hospitals or hospice facilities, residents of assisted living communities, and family members navigating time-sensitive legal and medical situations. Many of these clients or their family members may have visual impairments, motor limitations, hearing disabilities, or cognitive differences. We are committed to ensuring our digital presence does not create barriers for these individuals.

□ **OUR GOAL:** We aim to conform to the Web Content Accessibility Guidelines (WCAG) 2.1 Level AA standard for our website. These guidelines are developed by the World Wide Web Consortium (W3C) and represent the internationally recognized standard for web accessibility.

Section 2: Accessibility Standards We Follow

Our website accessibility efforts are guided by the following standards and frameworks:

WCAG 2.1 AA	Target	Web Content Accessibility Guidelines published by W3C — the international standard for web accessibility. Level AA is the commonly accepted legal compliance standard.
ADA Title III	Applicable	Americans with Disabilities Act Title III applies to places of public accommodation. Courts have increasingly applied this to websites of businesses serving the public.
Section 508	Reference	Federal accessibility standard for electronic and information technology. While primarily for federal agencies, it serves as a useful technical reference.
Florida HB 1383	Monitored	Florida follows federal ADA standards. We monitor state-level developments in accessibility law and update our practices accordingly.

Section 3: What We Have Done to Improve Accessibility

Our website (aciresignaturegroup.com) is built on the Wix platform, which includes built-in accessibility features. The following measures have been taken or are in progress to improve accessibility:

3.1 — Visual Accessibility

- High-contrast color combinations between text and background throughout the site
- Text sized for readability — minimum 16px base font size on all pages
- No information conveyed by color alone — all essential information is also communicated in text
- Images include descriptive alt text wherever they appear on the site
- Decorative images are marked as such to avoid screen reader clutter

3.2 — Navigation & Structure

- Consistent navigation structure across all pages
- Logical heading hierarchy (H1, H2, H3) on every page to support screen reader navigation
- Descriptive page titles that clearly identify each page's purpose
- Skip navigation links where supported by the platform
- All interactive elements are keyboard-accessible

3.3 — Forms & Contact

- Contact forms include visible, descriptive labels for every field
- Form error messages are descriptive and explain how to correct the error
- Multiple contact methods provided: phone, text, email, and web form — ensuring clients who cannot use one method can use another
- Phone number is clickable/callable directly on mobile devices

3.4 — Mobile & Responsive Design

- Website is fully responsive and functional on all screen sizes from mobile phones to desktop monitors
- Touch targets are sized to meet minimum 44×44px guidelines for mobile accessibility
- Content reflows for small screens without horizontal scrolling

Section 4: Known Limitations

While we strive to meet WCAG 2.1 Level AA standards, we acknowledge that our website may have some limitations. Our site is built on the Wix platform, which means some aspects of accessibility are governed by Wix's platform capabilities and may be outside our direct control.

Known or potential limitations include:

- Some third-party embedded content (such as HTML embeds, iframes, or external scheduling tools) may not fully conform to accessibility standards — we review these regularly and seek accessible alternatives
- PDF documents linked from our website (such as our fee schedule) may have limited screen reader compatibility — accessible text versions of all fee information are available upon request
- Some complex table layouts may present challenges for certain assistive technologies — we provide alternative text descriptions where possible
- Wix platform limitations may affect some WCAG 2.1 Level AA criteria — we work within platform constraints and report platform-level issues to Wix for resolution

ALTERNATIVE ACCESS: If you encounter any barrier on our website, please contact us directly at (772) 249-2804 or info@aciresignaturegroup.com. We will provide any information available on our website in an alternative accessible format upon request, at no charge.

Section 5: Requesting Accommodations

Acire Signature Group provides mobile notary and professional document services. Our core service model — traveling to our clients' locations — is inherently designed to be accessible. We come to you. However, we recognize that digital access barriers can still prevent potential clients from learning about our services or scheduling appointments.

If you or someone you are assisting requires an accommodation to access our website content, schedule an appointment, or receive our services, please contact us using any of the following methods:

Phone / Text:	(772) 249-2804 — Call or text any time during business hours
Email:	info@aciresignaturegroup.com — Responses within a few hours
Website:	aciresignaturegroup.com/contact-us

We will respond to accommodation requests within 2 business days. Accommodations we can provide include:

- Providing fee schedules, service descriptions, and other website content in large print, plain text, or via phone upon request
- Scheduling assistance by phone for clients who cannot use our online contact form

- Accommodating clients in hospital, hospice, nursing home, or assisted living settings — our mobile service model makes this a standard part of our practice
- Allowing additional time for appointments for clients who require it due to disability or medical condition
- Working with family members or authorized representatives who are scheduling on behalf of a client with a disability

Section 6: Our Service Model and Physical Accessibility

As a mobile notary, our services are delivered at your location — not at a fixed office. This means:

- Clients do not need to travel to access our services — we come to your home, hospital room, assisted living facility, or any preferred location
- We accommodate clients with mobility limitations, medical equipment, or other physical access needs at their location
- We are experienced in working in hospital, hospice, and memory care settings and are trained to accommodate clients with varying levels of capacity and communication ability
- We carry no barriers of our own — our service delivery requires only that we can access the client's location

HOSPICE & HOSPITAL NOTE: For clients in end-of-life care or medical crisis, we understand that standard processes may need to adapt. We work with healthcare staff, family members, and authorized representatives to complete notarizations with the appropriate care and flexibility the situation requires. Contact us directly to discuss specific circumstances.

Section 7: Feedback and Continuous Improvement

We welcome feedback on the accessibility of our website and services. Your feedback helps us improve access for everyone in our community.

If you experience any accessibility barrier — on our website or in connection with our services — please contact us:

Name:	Erica Parks, Founder — Acire Signature Group
Phone:	(772) 249-2804
Email:	info@aciresignaturegroup.com
Response Time:	Within 2 business days for accessibility inquiries

We take accessibility feedback seriously. We review all feedback, document reported issues, and work to resolve barriers as quickly as our platform capabilities allow. Where issues are beyond our direct control (e.g., Wix platform limitations), we report them to the platform and seek workarounds.

Section 8: Review and Updates

This Accessibility Statement is reviewed annually and updated whenever we make significant changes to our website or services. The current version was last reviewed on June 30, 2025.

We are committed to ongoing improvement. As web accessibility technology, legal standards, and our own capabilities evolve, we will update our practices and this statement accordingly.

DISCLAIMER: This Accessibility Statement is prepared in good faith for Acire Signature Group and reflects the business owner's intent to provide accessible services. It does not constitute legal advice or guarantee full ADA compliance. Consult a qualified attorney for formal legal compliance review.

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