



# SECRETARY-TREASURER CONFERENCE ACCESS REQUEST FORM

(Please fill out this form for each delegate)

**Local No.** \_\_\_\_\_

(Please print or type)

**Name of Delegate:** \_\_\_\_\_

**Address:** \_\_\_\_\_

Postal Code

**Telephone: (home)** \_\_\_\_\_

**(office)** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Please check service(s) required** (All services will be provided by CUPE Ontario):

**Guide/Personal Assistance**

I will provide my own  One is required

	<b>Hotel</b>	<b>Event</b>
ASL Interpretation	<input type="checkbox"/>	<input type="checkbox"/>
Wheelchair / scooter access	<input type="checkbox"/>	<input type="checkbox"/>
Assistance at check in/Registration	<input type="checkbox"/>	<input type="checkbox"/>
Assistance in case of evacuation	<input type="checkbox"/>	<input type="checkbox"/>
Other: _____	<input type="checkbox"/>	<input type="checkbox"/>

**Alternative Communication**

- French Translation
- Real Time Captioning
- Alternative Media
- Large Print (Font Size \_\_\_\_\_)

**I Need Materials in advance  
(in order to accommodate a disability)**

Electronically

**Serious allergy alert** (Please specify)

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**Will you require any other accommodations at the event?** (Please specify)

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**Will you require any other accommodation at the hotel (such as TTY, visual alarm, etc.)** (Please specify)

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**Other services?** (Please specify)

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Please complete and return by **JANUARY 8, 2016** to:  
CUPE Ontario Access Request  
80 Commerce Valley Dr. E., Suite 1  
Markham, Ontario L3T 0B2  
905-739-9739 or FAX: 905-739-9740