

All people have the right to access and participate in events in the same manner. As stated in *Sec. 12182. of the Americans with Disabilities Act of 1990 (ADA)*, people cannot be discriminated against on the basis of disability and must be able to obtain "the full and equal enjoyment of goods, services, facilities, privileges, advantages, or accommodations" of any public place/event as others and cannot be denied the opportunity to participate.

At all temporary events individuals with disabilities must be able to:

- Obtain information and directions before the event
 - Arrive at the event in the same manner as others can (private vehicle, taxi, public transport, event shuttles, etc.)
 - Find and use accessible parking
 - Get from the accessible parking to the event entrances
 - Obtain additional information and directions once on site
 - Move around the site as needed
 - Attend performances, participate in activities, and enter exhibits
 - Select and purchase items at concessions
 - Use public toilets, telephones, water fountains, shelters, first aid stations, and other amenities
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Important Notes for Event Hosts

- Tickets for people with disabilities cannot be increased to cover the costs of making the event accessible
- May not ask for proof of disability
- Service animals must be allowed
- Consider providing devices such as auxiliary aids and wheelchair rental whenever possible
- Policy changes may be necessary to ensure people with disabilities have the same access and enjoyment of the event
- Access more information and resources on accessibility at <https://www.upsail.org/helpful-links/>

Event Check List

- Plan for accessibility pre-event by publicizing accessibility of event beforehand, **include** an accessibility contact and their contact information (phone and email) so individuals can make accomodation requests for the event and learn more information about the accessibility of the event
- Develop an agenda to plan how to meet accessibility needs of the event, open meetings to local accessibility groups and locals with disabilities to get their input if they wish to provide
- Consider Staff/Volunteer Training such as how to direct people to accessible resources and amenities, or respectfully communicate with people with disabilities
- Hire American Sign Language Interpreters when possible for concerts and presentations
- Make public information regarding the program and events using items such as brochures, maps, and programs via digital and physical copies
- Identify accessible parking spaces and mark them clearly
- Accessible signage: indicating accessible parking, where to access accessible information, accessible activities, seating, and amenities
- Consider shuttle buses when off-site parking is far from the event location. The loading zones for shuttle buses must have a 20 feet long by eight feet wide space, with a minimum clearance of 114 inches and an additional five-foot-wide access aisle alongside the space for the vehicle. Ensure the ground is stable and firm for wheelchairs.
- Have a stable, smooth, slip-resistant continuous path connecting **all** parts of the event (including off-site parking if applicable)
- Install portable toilets with options for all abilities
- Accessible permanent and temporary seating (provide 3 additional companion seats next to wheelchair space)
- Consider assistive listening devices and other auxiliary aids (FM systems, CART services, captioning, braille, large print, audio recorded tours/oral interpretation, audio programming information, accessible ICT)
- Consider having an activity table allowing more people to participate
- Consider a quieter location for engaging people with sensory challenges, or a time when activities can have their volume turned down and limited lighting
- Label crosswalks with proper signage. If the curb of the crosswalk has an abrupt elevation change utilize curb ramps for a gradual change in elevation.
- Provide stage seating options for performers or speakers.
- Food booths encouraged to have accessible counter space