



# ACCESSIBILITY SERVICES REQUEST

Mail to: General Assembly Office  
25 Beacon Street, Boston, MA 02108  
or fax to (617) 948-4651.

This request may also be completed online at  
[uua.org](http://uua.org) > events > general assembly >  
registration & housing > accessibility

One person per form, please. Direct questions to [msaggerer@uua.org](mailto:msaggerer@uua.org) or (617) 948-4209.

We will do our best to accommodate requests received by April 30; however, accommodations cannot be guaranteed.

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Congregation: \_\_\_\_\_

If I have a medical emergency  
*while at GA*, please contact: \_\_\_\_\_, who is my:

at: \_\_\_\_\_ or: \_\_\_\_\_

**You must select one of the following three options:**

- You are requesting an accessible room in a GA hotel. You are not requesting any other accessibility services and/or equipment from the UUA.
- You are requesting an accessible room in a GA hotel and are also requesting other accessibility services and/or equipment from the UUA.
- You are not requesting an accessible room in a GA hotel. You are requesting other accessibility services and/or equipment from the UUA.

How will you travel to GA? \_\_\_\_\_

Will you travel by yourself or with others? \_\_\_\_\_

Have you attended previous GAs or will this be your first? \_\_\_\_\_

Are you able to walk more than one block? \_\_\_\_\_

On what days will you attend GA Programming? \_\_\_\_\_

Will you serve as a delegate from your congregation and attend Plenary? \_\_\_\_\_

Do you have any chemical sensitivities that require a fragrance free section during Plenary? \_\_\_\_\_

Do you have any chemical sensitivities that require additional accommodation? (please specify below) \_\_\_\_\_

**Please give us any details that will help us understand your needs (feel free to include an additional page):**

## Accessibility Equipment and Services Requests

Please check if you are requesting:

- Electric scooter\*  
are you an experienced user?  Yes  No
- Electric wheelchair\*
- Manual wheelchair\*
- Walker
- Cane
- Mobility orientation for persons with visual impairment
- ASL interpretation
- Captioning
- Hearing assistive device - FM receiver system
- Hearing assistive device - PockeTalker
- Braille program
- CD text file of GA program for screen reader

\*If you are requesting the use of mobility equipment, please provide your height: \_\_\_\_ ft \_\_\_\_ in and weight: \_\_\_\_\_ lbs.

The GA Accessibilities Service Committee will make every effort to provide you with assistive equipment to enable or enhance your GA experience. You will receive a letter confirming your equipment rental.

Persons requesting rental equipment will be asked to contribute a minimum amount up to the actual cost:

\$40 - \$200 toward the cost of scooter rental  
 \$65 - \$225 toward electric wheelchair rental  
 \$25 - \$65 toward manual wheelchair rental  
 \$20 - \$100 toward FMreceiver system  
 \$5 - \$25 toward PockeTalker

Your generous contribution helps the UUA make costly equipment rentals possible during General Assembly.

I am able to contribute \$\_\_\_\_\_ towards the cost of my equipment rental. (Do not include payment now; contribution will be requested at General Assembly).

Use this section only if you are requesting an accessible room in a GA hotel.

### Accessible Rooms in GA Hotels

If you are using this form to request an accessible room, do not make your own reservation using the General Assembly housing system.

Accessible rooms have been set aside and reservations for these rooms must be made via this request form.

Please check all accommodations you require:

- A raised toilet seat  A regular tub/shower with grab-bars and a seat  A roll-in shower
- Other assistive features (TTY or TDD telephone service; visual or tactile alarms) Please describe:

Due to the limited number of accessible rooms, ADA rooms are reserved and managed by the GA Office. You will receive confirmation of your request upon receipt. The deadline for requests is April 30. Specific room assignments will be made after this date in order to accommodate the greatest number of people, matching needs with resources.

Your first choice for hotel assignment \_\_\_\_\_ second choice \_\_\_\_\_

**We will do our best to accommodate your requests; however, we cannot guarantee accommodations.**

If you are requesting an accessible room, the UUA will make your reservation. Please provide the following information needed to secure a room in your name:

Names of additional guests  
Please note if the guest is under 18 years old

Check-in: \_\_\_\_ / \_\_\_\_ / 09 Check-out: \_\_\_\_ / \_\_\_\_ / 09

Preferred Room Type:  King bed  2 Double beds  
 Smoking  Non-smoking

All hotels require a credit card to guarantee a reservation. Requests received without a valid credit card will be returned and will not be processed. Your credit card will be used only to guarantee your room reservation.

American Express  MasterCard  Visa  Other \_\_\_\_\_

Card Number \_\_\_\_\_ Expiration \_\_\_\_\_ (must be valid through 06/09)

Cardholder's Name \_\_\_\_\_ Cardholder's Signature \_\_\_\_\_

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You will receive an acknowledgement of this request by email (if provided) or post.

Further, you will be contacted if clarification of your request is needed.

If you are requesting an accessible room in a GA hotel, your room will be assigned in May.

You may direct questions to msaggerer@uua.org or (617) 948-4209.

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