



## ADDITIONAL BUILDING OR SPACE

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BUSINESS NAME: \_\_\_\_\_

BUILDING/SPACE NAME: \_\_\_\_\_

### ***Photos required***

- Car parking facilities (including accessible car parks) and path to building entrance
- Main entrance
- Reception area

### **Description**

What is the purpose of this building or space? Why will your guests use it?

### ***Car Parking***

- No separate parking area
- Parking is free
- Parking fees apply
- Accessible parking is available
- Accessible parking for scooter users
- Guests/visitors can be dropped at the main entrance
- Accessible parking space is on a firm and level surface
- Accessible parking space is close to the main entrance
- Accessible parking is not available
- No parking is available
- The path from the car park to the main entrance is clear and accessible, the ground surface is \_\_\_\_\_



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### **Access to Main Entrance**

- |   |  |
|---|--|
| <input type="checkbox"/> Step free and level entrance | <input type="checkbox"/> Ramp or sloped terrain with gradient less than 1:14                                 |
| <input type="checkbox"/> Stairs to main entrance      | <input type="checkbox"/> Path to entrance is clear and accessible  |
| <input type="checkbox"/> 5 or less stairs             | <input type="checkbox"/> Path to entrance is clearly marked and well lit                                     |
| <input type="checkbox"/> 6-10 stairs                  | <input type="checkbox"/> Intercom used to allow entry (clear instructions and back up phone number provided) |
| <input type="checkbox"/> 10-15 stairs                 |  |
| <input type="checkbox"/> More than 15 stairs          |  |
| <input type="checkbox"/> _____ (number of) stairs     |  |
| <input type="checkbox"/> Handrails on left hand side  |  |
| <input type="checkbox"/> Handrails on right hand side |  |

### **Main entrance door**

- |   |  |
|---|--|
| <input type="checkbox"/> Automatic sliding doors  | <input type="checkbox"/> Heavy door        |
| <input type="checkbox"/> Automatic swing door(s)  | <input type="checkbox"/> Light weight door |
| <input type="checkbox"/> Manual swing in door(s)  | <input type="checkbox"/> Revolving door    |
| <input type="checkbox"/> Manual swing out door(s) |  |

### **Reception**

- Access from main entrance is level
- Access from main entrance has steps
- Access from main entrance has a ramp
- Access from main entrance is by elevator/lift
- Access from main entrance is by escalator
- Seats with arms available at reception
- Seats without arms available at reception
- Low height service counters with a seat and suitable for wheelchair users
- Flooring is non-slip laminate
- Flooring is tiles
- Flooring is low pile carpet



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- Flooring is thick pile carpet
- Flooring is timber
- Flooring includes rugs
- Hearing loop for use with hearing aids
- Assistance and service dogs are welcome
- Orientation to room/facilities available on request
- Map of site available with accessible parking, toilets, paths, step free routes, attractions all marked (printed and available on website)

### More Information