



*OFL EMPLOYMENT EQUITY ROUNDTABLE:
LESSONS LEARNED, VISION FOR THE FUTURE*

DOUBLETREE INTERNATIONAL PLAZA HOTEL
655 DIXON ROAD, TORONTO, ONTARIO
FRIDAY, NOVEMBER 9 & SATURDAY, NOVEMBER 10, 2007

Personal Assistance Request Form

Return by October 15, 2007

Name of Delegate: _____		Local No. _____
Address: _____ _____		
City, Province		Postal Code
Telephone: (Home) _____	Telephone: (Work) _____	
Fax: _____	E-mail: _____	

1. NATURE OF YOUR ACCESSIBILITY NEEDS

- | | |
|---|---------------------------------|
| ▪ Mobility Impairment _____ | ▪ Deaf/Hearing Impaired _____ |
| ▪ Blind/Visually Impaired _____ | ▪ Coordination Impairment _____ |
| ▪ Speech Impairment/
Communications Disability _____ | ▪ Use of a Wheel Chair _____ |

Other, please specify: _____

2. HOTEL/SEMINAR ACCOMMODATION

Please check which of the following you would require at the hotel and/or seminar?

	HOTEL	SEMINAR
Check-in Assistance		
Wheelchair		
Guide Dog Requirements		
Assistance in case of evacuation		
Other Special and/or Accommodations Requirements <i>(Please Specify)</i>		

.../P.T.O.

3. PERSONAL ASSISTANCE

Do you have a guide dog? Yes _____ No _____

Do you have a personal care attendant to assist you? Yes _____ No _____

If yes, will your personal care attendant accompany you to this conference? Yes _____ No _____

4. ALTERNATIVE MEDIA

Will you need resource material in alternative media? Yes _____ No _____

If yes, please specify:

Large Print (preferred font size _____) _____

Braille _____

Computer Diskettes _____

Other (please specify) _____

5. CONFERENCE SERVICE

Requests for the services provided by Ontario Interpreter Services must be received no later than the date indicated below.

6. SPECIAL DIETARY REQUIREMENTS OR ALLERGIES

Do you have any dietary requirements or allergies that we should make the hotel aware of to assist them in their meal preparation?

Yes _____ No _____

If yes, please specify: _____

PLEASE MAIL OR FAX COMPLETED FORM NO LATER THAN OCTOBER 15, 2007 TO:

**MARGARET LAW
ONTARIO FEDERATION OF LABOUR
15 GERVAIS DRIVE, SUITE 202
TORONTO, ON M3C 1Y8
(FACSIMILE): 416-441-0722**