CENTRAL SQUARE
centralsquarebedford.co.uk

CHECKLIST

Venue accessibility checklist: features to confirm before you book

- [ ] Check step-free access from car park to entrance and through all event spaces
- [ ] Confirm accessible toilets are available with grab rails and space to turn a wheelchair
- [ ] Measure aisle widths and table spacing for wheelchair movement
- [ ] Ask about designated accessible parking spaces close to the entrance
- [ ] Walk the route to toilets and check for steps, narrow corridors or heavy doors
- [ ] Confirm the venue welcomes assistance animals and has outdoor access for them
- [ ] Request an accessibility statement or access guide in writing
- [ ] Check whether lifts serve all floors you need and are large enough for wheelchairs
- [ ] Ask about hearing loops, quiet spaces and large-print information

- [ ] Visit again closer to your event to confirm accessible features remain in place