

Guidelines for Inclusive Event Participation

Dear Participants,

We are committed to ensuring that our event is accessible and inclusive for everyone. Below are some guidelines to help facilitate a positive experience:

1. Accessibility

- Ensure that the venue is wheelchair accessible.
- Provide clear signage and directions throughout the venue.

2. Communication

- Use clear and simple language in all communications.
- Offer materials in multiple formats (e.g., print, digital, audio).

3. Dietary Needs

Please inform us of any dietary restrictions or allergies prior to the event.

4. Support Services

If you require any assistance or accommodations during the event, please reach out to our support team.

5. Feedback

Your feedback is important to us. Please share your thoughts on how we can improve accessibility and inclusion at future events.

Thank you for your participation and for helping us create an inclusive atmosphere.

Sincerely,
[Your Name]
[Your Title]
[Your Organization]