

Contracting with the Hotel

Sample Language

Accessibility-Related Clauses for Hotel Contracts

RELOCATION CLAUSE

The Hotel agrees that it will not relocate guests requiring ADA rooms. However, in the event any other Vera Institute of Justice Guest with a guaranteed reservation cannot be accommodated by the Hotel, the Hotel will provide the following:

- Accommodations at a comparable Hotel as close as possible and at no charge to the guest. This is applicable to the first night that guest is displaced from the Hotel and any night thereafter.
- One complimentary round trip group transportation between Hotel and the alternate Hotel for each day the guest is displaced.
- Two five-minute phone calls (or one ten minute phone call) and necessary arrangements for forwarding of the displaced guests' telephone messages, packages and mail.
- Offer to relocate displaced guest back to first available room in the Hotel. If room becomes available and the guest elects not to return to the Hotel, the Hotel will have no further obligations under this clause.
- Upon return to the Hotel, the guest will receive upgraded accommodations (if available) and a welcome expression and amenity from the General Manager.
- Credit will be applied to Vera Institute of Justice's room block for any displaced guest room nights.
- Hotel will immediately notify onsite Vera Institute of Justice's Planner of relocation and any follow up action.

FUNCTION SPACE

Based on the requirements outlined by Vera Institute of Justice, the Hotel has reserved the function space set forth on the Program of Events attached to this Agreement.

Hotel agrees to set all banquet functions so they are accessible for group participants with disabilities. In order to meet this requirement the following will be done:

- Buffet stations will be positioned so there are clear 36 inch aisleways and room for a 60 inch turning radius.

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- All buffet stations will be set so that food/utensils/display items are flush to the table. Cups/plates will be stacked no more than two high and no risers of any kind should be used.
- All tables (crescent rounds) in the general session rooms will be set (at a minimum) with 36 inch aisleways between each tables (measure from chairs from one table to chairs of the next) to allow for appropriate wheelchair access
- The main staging in the General Session spaces will be equipped with an ADA regulation wheelchair ramp to allow stage access to staff and presenters who use wheelchairs.
- All breakout rooms (theatre) should be set with ample aisle ways. Hotel will make every effort to space the rows such that each row allows for a 36 inch aisle way between chairs.

AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE

Each party agrees to use good faith efforts to ensure that it complies with its obligations under the Americans with Disabilities Act and the Act's accompanying regulation and guidelines (collectively the "ADA"). Each party further agrees to indemnify and hold the other party harmless from and against any and all claims and expenses, including attorney's fees and litigation expenses, that may be incurred by or asserted against the other party or its officers, directors, agents, and employees on the basis of the indemnifying party's non-compliance with any of the provisions of the ADA. Vera Institute of Justice agrees to provide Hotel with reasonable advance notice about the special needs of any attendees of which Vera Institute of Justice is aware. Hotel agrees to ensure that all necessary staff will attend a training on "Disability Etiquette" provided by the Vera Institute of Justice which will be scheduled and provided within one month of the program.