

Guidelines for Delegates with Disabilities Transportation Services

- Delegates with disabilities must register by June 3, 2024, to request accessible transportation, accessible seating, or other support services by completing the registration form on <https://cvent.me/ZB8AQa>

Equipment availability is limited, and logistical arrangements require advance planning. Delegates who register by June 3rd will be given priority status. Those registering after June 3rd will be accommodated on availability.

- Maximum weight for lifts is 600 pounds. Riders whose combined weight and chair/scooter exceeds 600 pounds must make arrangements as soon as possible and in advance of June 3rd due to limited availability of the specialized lift vehicles.
- Accessible transportation services are restricted to delegates with disabilities who have completed the NEA Delegates with Disabilities registration form and provided NEA with documentation of their disability status. Delegates with disabilities who qualify for accessible transportation services shall be referred to herein as “Registered Delegates with Disabilities.”
- Transportation passes will be issued to Registered Delegates with Disabilities at the Registered Delegates with Disabilities registration counter.
- Registered Delegates with Disabilities who require a personal care assistant to accompany them must provide documentation verifying the need. They must register the personal care assistant when they request a transportation pass from the registration counter. Registered Delegates with Disabilities and their personal care assistants shall be referred to herein collectively as “Riders.”
- Personal care assistants may not ride the accessible vehicles unless they are accompanying the Registered Delegate with Disabilities whose name appears on their transportation pass.
- All Riders must have a 2024 Registered Delegates with Disabilities Transportation Pass and must show the pass before boarding vehicles. (Note: The pass differs from the accessibility button that provides priority access for restrooms at the Pennsylvania Convention Center restrooms.)
- At times--particularly at the conclusion of the RA and other special events with mass departures it is necessary to wait until vehicles are fully loaded before they are authorized for departure, causing unavoidable delays. We thank Riders in advance for their patience.
- Cell Phone numbers (not hotel phone numbers) will be used to communicate any updates or changes. Riders must provide a personal cell phone number for themselves or friend/colleague/family member who is on-site and will be responsible for communicating messages in a timely manner.
- To avoid delaying others traveling on the same route, accessible vehicles are instructed to wait no more than five minutes at hotels for Riders who are not present at the designated pick-up location. If you miss your pickup, call the Registered Delegates with Disabilities Transportation Office at 215-418-2411. Vehicles will return to your hotel when they are available to return to your hotel, but delays should be expected.
- Please note: as a safety precaution, Registered Delegates with Disabilities are not permitted to remain on mobility devices when traveling on buses. They must transfer to bus seats before buses depart. Drivers will be instructed to enforce this policy, and Riders’ cooperation is appreciated.
- Because vehicles have limited capacity for equipment, priority is given to Registered Delegates with Disabilities who use mobility devices as their primary means of mobility. If you are renting a mobility device at the event location, please review the accessibility guidelines posted on [NEA.org](https://cvent.me/ZB8AQa) for more details this link <https://cvent.me/ZB8AQa> should link directly to the information Riders are seeking.