

A Matter of Balance Class - Site Application

Date: _____ **Site Name:** _____

Contact Person: _____

Street Address: _____

Mailing Address: _____

Phone: _____ **E-mail:** _____

Contact information for emergencies (Ex: 911): _____

Site Information	Yes	Comments
Please provide directions		
Is the building accessible?		
Please provide instructions for non-residents to enter the building (if applicable)		
Telephone available?		
Parking available?		
Rest rooms available?		
Private room with table and chairs for 10-12?		
Television and DVD available?		
Space available to set up snacks?		
Would your site be able to provide snacks?		
Space available to store materials between sessions?		
Can you assist with recruiting and registering participants for the class?		
Are the chairs comfortable and wheel-free?		

Additional information: