**Portsmouth Guildhall Access Requirement Form**

Personal Details:

Name:

Address:

Tel/mobile:

Email:

Do you require wheelchair access to the wheelchair platform? [ ] YES [ ] NO

**Part 2. Access Provision (Info)**

Portsmouth Guildhall will provide a single free ticket for an essential companion. These tickets can either be on the Wheelchair platform, or any location in the auditorium.

**Part 3. Information / Evidence**

1. Automatic Eligibility

A photocopy / scan/photo of one of the following documents (dated within the past 12

months if DLA or Attendance Allowance) makes you automatically eligible for any of the

above access facilities. Please check the box next to the evidence you wish to submit:

[ ] Front page of DLA/PIP letter (no specific rate required)

[ ] Front page of Attendance Allowance letter (no specific rate required)

[ ] Evidence that registered severely sight impaired (blind)

[ ] Recognised Assistance Dog ID card

[ ] None of the above (see below)

2. Statement (with option to send alternative evidence)

We recognise that the evidence above is not definitive. If you do not have any of the above

evidence but wish to apply for the essential companion ticket, use the box below to state why you require it, and if not booking a space on the wheelchair platform, any requirements in terms of seating area:

You are welcome to post or email copies of any additional evidence that supports your

application if you have any, or contact us to discuss your application. Your application will

be judged on a case-by-case basis.

If you wish to submit any additional evidence to support your statement, please list it in the

box below and it with your form:

Please send your completed form, and any supporting evidence to:

**Email:** Access@portsmouthguildhall.org.uk

**Postal:** FAO Access, Portsmouth Guildhall Box Office, Portsmouth Guildhall, Portsmouth, PO1 2AB