



Any client requesting accommodations for their special needs **MUST** submit this form to Collette 60 DAYS PRIOR TO DEPARTURE. Please fax this form (completed and signed) to: Travel Operations via fax: 401.727.4775 email: TravelOperations@gocollette.com
mail to: Collette, 180 Middle Street, Pawtucket, RI 02860

Client Name: _____ Booking Number: _____ Male or Female (circle one)

Please only check what applies to your need:

1. Are you bringing a wheelchair? Yes No

If you answer "YES," does your wheelchair collapse? Yes No

Can you board the coach without it? Yes No

Are you capable of lifting and pushing your own wheelchair? Yes No

If you answer "NO," who will provide assistance with your wheelchair? _____

Please provide the dimensions of your wheelchair _____

2. Are you bringing a scooter? Yes No

If "YES," please contact the airline directly to arrange to have the scooter flown with you. Airlines have special requirements for the transportation of scooters and require that you speak with them directly.

Are you capable of lifting your own scooter? Yes No

If you answer "NO," who will provide assistance with your scooter? _____

Please provide the dimensions of your scooter _____

(Collette tour managers and drivers do not provide assistance in lifting, pushing or carrying wheelchairs or scooters)

3. Are you traveling with a sleep apnea machine? Yes No

4. Are you traveling with an oxygen tank? Yes No

If you answer "YES" to question 3 or 4, please contact the airline directly to arrange transportation of the oxygen on the plane or to provide them with information regarding your sleep apnea machine. Airlines have special requirements for the transportation of oxygen or use of sleep apnea machines and require that you speak with them directly. If your oxygen / sleep apnea machine does not have a battery back-up, please remember your electrical converter during international travel. Collette does not supply electrical converters.

5. Please describe the exact nature of your request (Handicap room, refrigerator for medication, etc.)

The Americans with Disabilities Act only applies in the United States. Many international destinations cannot accommodate passengers' requests. Collette will make all reasonable efforts to accommodate the special needs of tour participants but it cannot guarantee that all requests will be honored on international destinations. Collette also regrets that it cannot provide individual assistance to a tour member with special needs for walking, dining or other special personal needs. It is strongly recommended that persons requiring assistance be accompanied by a companion who is capable and totally responsible for the assistance.

I have read and understand the above _____
(SIGNATURE)