

Hospitality Access Guide

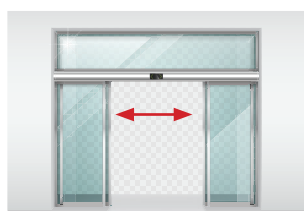
How to take required measurements

It is important to take measurements for inclusion in your Access Guide. Potential customers will need these measurements to make an informed choice on the suitability of your venue.

This guide provides instructions for taking measurements and provides examples.

Measuring Tape

- Measuring tapes are available in a variety of sizes.
- A three metre or five-metre-long tape will be sufficient.
- Please check the tape used has a metric scale on its ribbon. Many tapes will have both an imperial scale (inches and feet) on one side of the ribbon and a metric scale (millimetres and centimetres) on the other.
- Please record your measurements in mm.



Horizontal width of main entry door and if applicable, alternative accessible entrance

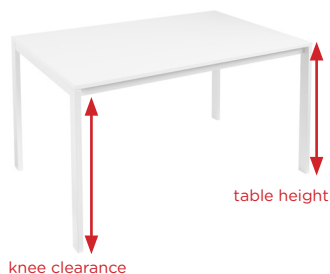
Measure the clear width of the main entry door as shown. Please ensure to measure the clear space through the door opening.

1. Open door to its widest width.
2. Using measuring tape, measure from edge of actual door to opposite frame.
3. Record measurement in mm.

Horizontal width of accessible toilet door

Measure the clear width of the accessible toilet door as shown. Please ensure to measure the clear space through the door opening.

1. Open door to its widest width.
2. Using measuring tape, measure from edge of actual door to opposite frame.
3. Record measurement in mm.



Height of most suitable indoor/outdoor table for wheelchair user

Measure the height and knee clearance of tables that would be most wheelchair accessible as shown on the left.

Wheelchair tables should have 4 sturdy legs. Table legs should not obstruct wheelchair footplates.

1. To measure table height, you will need to measure from ground to top of table.
2. To measure knee clearance, you will need to measure from beneath the top of the table to the ground.
3. Record measurements in mm.

Customer Service Counters

Measure the height of the main service counter and the lower height counter, if applicable as shown on the right.

1. Please measure from the ground to the actual serving height.
2. Record measurements in mm.

