



checklist

Name of Location _____ Date _____ Time _____

Address _____

CODE - yes no N/A not applicable

Parking Lots and Sidewalks

- well lit
- even surfaces that allow easy access for strollers, wheelchairs, walkers and scooters
- kept clear of obstacles, such as portable signs, shopping carts, etc.
- have accessible parking spaces (2 car wide) with a vertical sign noting it is accessible and space should be painted blue with wheelchair shown on ground

In Winter

- sidewalks and parking spots kept clear of ice and snow, with all snow banks removed for ease of movement

Entrances and Exits

Must have one of these

- self-opening doors
- accessible push button (both doors)
- doorbell

Entrance Mats are:

- non skid and lying flat
- clean and free of water, snow and ice build up

Entrances have:

- well lit
- even surfaces
- ramp, if stairs present
- handrails for ramps and steps ideally on both sides
- doors that can be opened easily (consider door handles, weight of door)
- doors that open and close at a safe speed
- signs on glass doors marked at eye level

Shelves, Racks and Displays

- secure and do not move or tip when leaned on
- within reach, or assistance available

Other recommendations

- seating in entrances and exits
- phone available and accessible
- price tags facing up on lower shelves and down on upper shelves
- provide scooter cart
- include a family washroom

Tables

- accessible to wheelchairs, walkers and scooters

Floors and Aisles

- well lit
- free from slip and trip hazards (e.g. water, ice, broken tiles, and uneven surfaces)
- wide enough for wheelchairs, walkers and scooters
- free of clutter (e.g. boxes, produce, merchandise, and displays)

Stairs (in and out of building)

- well lit
- railings firmly attached
____one side ____both sides ____continuous railing
- edges marked with a contrasting colour, texture, or lights
- not slippery
- no carpet or loose tiles

Carts and Baskets

- available
- accessible
- easy to manage
- maintained

Public Washrooms

- well lit
- clear sign showing accessible washroom
- wheelchair accessible
- appropriate grab bars, counter height, etc.
- towel and soap dispenser accessible from a seated position

Visually Impaired

- large print on all signs
- braille on
____washrooms ____elevator ____entrances/exits
- assistance available when needed

General comments _____

Will receive Accessibility Approval ____ Date _____

Approved by _____

