

**Northwest Basket Weavers Guild  
Americans with Disabilities Act (ADA) Policy  
January 2015**

**NWBW Guild strives to create a welcoming atmosphere for everyone and for all basketry materials at Guild events. Members of the Guild work with a wide variety of basketry materials, some of which may cause allergic symptoms in some persons.**

**Weavers with allergies should be aware that there is always the potential for exposure to materials to which they may be allergic.  
Attendance at events is at the individual's own risk.**

Individuals with allergies who are requesting ADA accommodation are required to notify the event chair in writing, by email, and/or on any registration forms, preferably at the time of registration but no later than the registration deadline of all Guild events. Any other ADA accommodation requests require the same notification. This notification should establish the specific issue needing accommodation. A response in writing or by email from the event chair will identify how an accommodation will be addressed. Information about a venue can be requested from the event director.

**While the Guild will continue to make every effort to be inclusive, there are some situations in which the Guild will not be able to provide all the requested accommodations.** Limits to accommodations include that the guild not fundamentally alter an event and that it not cause undue hardship to the organization. Each request for accommodation will require a unique assessment dependent on the circumstance.

*(This Policy is to be included in the Guild Handbook & Directory,  
on the Guild website, in all event information,  
and in relevant Committee Handbooks.)*