

APHA will be utilizing Zoom for all sessions and events. Due to the large number of scheduled events we can only provide live captioning by request. All Oral Sessions will be available for on-demand viewing with closed captioning three weeks after the meeting. **Individuals must be registered for the Annual Meeting before submitting a request for Captioning.**

Name:		Today's Date:	
Email:			
Phone:			

Preliminary Schedule (Due September 11):

Please outline your preliminary schedule below, indicating the days and start/end times that you anticipate the need for captioning services. Preliminary schedule must be submitted by **September 11** so that appropriate captioning staffing can be reserved.

Day	Date	Anticipated Start Time	Anticipated End Time	Total Hours
Sunday	10/25/20			
Monday	10/26/20			
Tuesday	10/27/20			
Wednesday	10/28/20			

Final Schedule (Due no later than Oct. 2):

Please provide us with a list of sessions, business meetings and events that you plan to attend as soon as possible, but no later than **Oct. 2**. Use the Online Program at <http://www.apha.org/events-and-meetings/annual> to select the sessions/events you would like to caption. Complete the table below for each session or event for which you require captioning. **All requests are subject to approval by APHA.**

We will make every effort to fulfill your requests for captioning. However, we cannot guarantee last minute requests so please complete your form by the deadline. *If your plans change and you will not be attending one or more of these sessions, please notify us at access@apha.org. Cancellations with less than two (2) full business days notice will result in full charges to APHA.*

Submit your form to Natalie.koo@apha.org

Important: Please indicate if you are **presenting** at any of the sessions. (ex: APHA Navigate and Network [presenting]). If presenting, APHA staff will reach out to request more information.

Day:		Date:	
Start Time:		End Time:	
Title:			
Program:		Session #:	

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