

ACCESS AND INCLUSION RIDER – IN-PERSON EVENTS

Amanda Leduc
In-Person Events

(inspired by and with some parts borrowed from Alice Wong and Leah Lakshmi Piepzna-Samarasinha)

I love doing book events, so if you are interested in having me speak at your literary festival/conference/class, or if you would like to bring me to your local bookstore, please do get in touch! Please understand that the points outlined below are meant to open up a wider conversation on access and inclusivity in all literary events. The following points are meant as a guide in structuring your events, and while many of the points are must-haves (access *must* be considered a must-have, as it is not a luxury!), I do understand that finding our way through to these must-haves can be a difficult process, hampered by all manner of things. Please do not hesitate to reach out to me through my publicist and ask about any questions or concerns you might have about the points outlined in this access and inclusion rider. We can work toward solutions together.

I look forward to working with you!

For correspondence and questions, contact: Sharon Klein, Random House Canada, sklein@penguinrandomhouse.com

NON-NEGOTIABLES:

1. **IN-PERSON** public keynotes, book launches, speaking/reading events, workshops and panels with Amanda Leduc **must** have the following:

- **ACCESSIBLE ENTRY - PHYSICAL.** All events Amanda Leduc participates in must take place in wheelchair-accessible venues. Wheelchair-accessible means, **at minimum**, that a venue has wheelchair-accessible entry, access to wheelchair-accessible washrooms **on the premises (ie. not in the restaurant across the street)**, and that care and thought has gone into providing seating areas for those with mobility devices so that they are not relegated to the back of the room.
 - **An accessible stage with a ramp is preferred. If you do not have access to an accessible stage, please consider what this says to any disabled attendees who use mobility devices who come to your event: that they are valued as attendees, but not seen as people who might have something worthwhile to say on a stage themselves.**
 - **Please note that Amanda cannot sit in a high barstool onstage—regular armchairs or standard chairs must be used instead.**

- **ACCESSIBLE ENTRY – ECONOMIC.** All events Amanda Leduc participates in must show that thought has been given to economic access for any who might want to attend.
 - **Please understand that I cannot do book plus ticket events unless that is only one of several options for payment. If payment is required for an event (and I do understand this! I worked in festivals for a long time!) offering PWYC (pay what you can) or free entry through a gift pass/gift ticket system is an option to consider.**
- **INCLUSIVE MAKE-UP.** All events Amanda Leduc participates in must show a thoughtful, inclusive make-up for the discussion. Diversity is needed in terms of race, gender identities, sexual orientation, national origin, disability, and other identities.
- **MASK POLICY.** While we have shifted into a new stage of living with COVID, the pandemic is not over. Attendees who come to my in-person events may need to wear masks for their own safety. At the same time, many disabled people cannot wear masks for long periods of time and may not be able to adhere to a masks-required policy. **Therefore, a masks-encouraged policy is preferred. Events must all be held in mask-friendly spaces.**
- **ACCESS VOLUNTEERS.** An access volunteer or staff member must be available onsite to answer any access needs for attendees.
- **ACCESSIBLE PROMOTION.** All promotion of any event Amanda partakes in must include image descriptions and alt text for all visual material (on websites, IG, X, Facebook, etc.). Graphics and posts about an in-person event should also note the accessibility of the venue, whether masks are required or encouraged, and state that captioning and ASL will be provided, as applicable.
- **ACCESS CONTACT.** Promotion of any event Amanda participates in must also include the email of an access contact person if anyone has additional questions or accommodation requests.

After an event, if you also plan to post a video of it online (and this has separately been agreed on with Amanda), captions must be included in the video. Ideally, a transcript of the video will be posted with the video as well. Transcripts can be generated from the captioning files.

2. **IN-PERSON** public keynotes, book launches, speaking/reading events, workshops and panels with Amanda Leduc **should** include the following where necessary (for example, if an event has confirmed Deaf attendees):

- **LIVE CAPTIONING.** Captions should be provided for any live (non pre-recorded) in-person event. Captions are helpful for both the d/Deaf and HOH communities and also act as a wider accessibility measure, as many people can reference them over the course of an event.
- **AMERICAN SIGN LANGUAGE INTERPRETATION.** Interpreters must be

certified interpreters with experience and comfort working with online events and with queer/ BIPOC/ disabled/progressive material. When booking, ensure that there is a minimum of 2 interpreters per hour for an event.

Please work to find ASL interpreters with experience with the content - for example, an interpreter who interprets poetry for a poetry reading, people familiar with disabled culture and activism and language, etc.

- If booking ASL for an event, ***please ensure that you book well in advance—at least six weeks***—to ensure that the interpreters are available.
- When booking ASL interpreters, ***please ensure that interpreters are given any necessary information for the panel/discussion/event a minimum of one week prior to the event.*** This includes bios, any moderator questions if available, etc. This allows ASL interpreters ample time to prepare and ensures that they are not having to work entirely on the fly during the event.
- Having ASL interpreters at an event is important for language equity, as ASL is often the first language for many in the Deaf community.
- **SCENT-FREE ENVIRONMENTS.** Scent-free environments are crucial for the health and well-being of those with chemical sensitivities. Where possible, please consider advertising your event as a scent-free space.

In no case should the cost of ASL or CART come out of Amanda's payment.

RESOURCES

1. MEDIA KIT

- a. For social media handles, photos, image descriptions, and bios for Amanda Leduc, please see her website.

I have read this agreement and agree to follow the protocols outlined within.

Name

Date