One Step Ahead

FALL PREVENTION

Request Form

To request a Fall Prevention presentation, please complete the form below. Your responses help us prepare and tailor the presentation to support the needs of your community. A member of our team will follow up within 1- 3 business days.

- Presentations are available Monday through Thursday - 9am to 2pm.
- Please submit requests a minimum of 30 days prior to the event date.
- We ask for a minimum of 10 participants.

Requesting Party

Organization/Group Name _____

Contact Name (First & Last) _____

Street Address _____

City, Zip Code _____

Direct Phone _____

Cell Phone _____

Email Address _____

Event Details

Event Title _____

Event Description – *Provide a brief description of your event*

_____

_____

_____

Preferred Date 1. _____ Preferred Time 1. _____

2. _____ 2. _____

Duration _____ Estimated Attendance _____

Audience Category - *Select all that apply*

Older Adults ☐ Caregivers ☐ Family ☐ Mixed audience ☐

EMS EMERGENCY MEDICAL SERVICES

Public Health Seattle & King County

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Event Location Details

Location Name (enter NA, if none) _____

Street Address _____

City, Zip Code _____

Room Name, Number, Area _____

Parking Available Yes No

Other instructions _____

Equipment:

The following equipment is available for use at the facility:
Select all that apply

Projector/Screen	Yes	No
TV/Monitor	Yes	No
HDMI Cable	Yes	No
Microphone/Audio	Yes	No
Wi-Fi	Yes	No

Room Setup

Please arrange the room to optimize audience mobility, comfort, visibility, and sound clarity throughout the space.

Other Considerations

Primary Language _____

Interpreter provided _____

Translation provided _____

Vision/Hearing considerations _____

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Cultural considerations _____

_____

Other considerations _____

_____

Agreement Section

☐ - *I understand that a minimum of 10 participants is needed.*

☐ - *I understand that the event date is planned for at least 30 days from the date of this request.*

☐ - *I understand that submitting this form does not guarantee availability.*

Thank you for your request. We appreciate your dedication to supporting older adults in your community and look forward to partnering with you. Our team will contact you within 1 – 3 business days.

For Questions

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