

DEFINITIONS:

CAPACITY LIMITS:

Outlining what steps have been taken and will be taken to ensure the overall capacity does not exceed allowable limits set out in Stage 4 or Stage 4.5 and how social distancing will be achieved.

GUEST INFORMATION:

Identifying the appropriate information to be provided to guests to stay home if sick or part of a vulnerable population, engage in social distancing, increase handwashing, etc.

STAFF/VOLUNTEER SCREENING:

Identify measures to be taken to appropriately screen staff and Volunteers for COVID-19 symptoms.

SOCIAL DISTANCING MEASURES:

Identifying measures to be employed to ensure attendees engage in social distancing such as use of multiple entrances, designated seating, one-way flow of attendees, ground markings, etc.

INCREASED SANITATION:

Outlining steps to be taken to ensure the event space is appropriately cleaned and sanitized, high touch areas have increased cleaning, and additional handwashing or hand sanitizing is available.

FACE COVERINGS:

Identifying if face coverings are recommended or required.

COMPLIANCE:

Identifying the number of event staff or volunteers who will be available and sufficient to monitor and ensure compliance with the approved plan and other Executive Order directives.

Should you have any questions regarding completion of the form, please contact our office at (812) 838-1328.