



COVID-19 Safety Protocols:

- Lessee will collect all names and contact information of all participants for contact tracing purposes.
- If any participants are exhibiting the typical symptoms of the COVID-19 virus (cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, sore throat, new loss of taste or smell, or any other flu-like symptoms), they should not enter the building.
- If any of the participants believe that they have been exposed to the COVID-19 virus or been in close contact with someone with the COVID-19 virus, they should not enter the building.
- Face masks must be worn, whenever practical, in all areas of the building. If needed, face masks are available at the front desk.
- Social distancing guidelines must be adhered to whenever possible. The Center for Disease Control stipulates that 6 feet or greater is the appropriate distance.
- All ensembles and performers in the spaces must be arranged according to social distancing guidelines.
- Brass players are asked to bring a towel or other absorbent material for the emptying of spit valves.
- While using Bathrooms, please ensure distancing rules are adhered to. Face masks must be worn at all times. Hands must be thoroughly washed and sanitized after use. Hand sanitizing stations have been placed at the elevators on each floor.
- Elevators are to be restricted to 4 persons or fewer. If elevators are used, face masks must be worn at all times. Hand sanitizer must be used before and after using the elevator. Hand sanitizer will be made available. Please use the stairs whenever practical.



Building Adaptations:

- Hand sanitizing stations have been installed on each floor by the elevators.
- The filters for the air ventilation systems meet the high standards for filtering airborne pathogens (MERV 13). These air filters are changed on a regular basis.
- A plexiglass shield has been installed at our front desk.
- Check-in Procedure:
 - All participants will check-in at the front desk.
 - All participants must submit to a temperature check via infrared thermometer. If the temperature reads 100.4F or higher, that person will be asked to leave the building.
 - All participants must sign in upon arrival and verify that the temperature reading was below 100.4 and that they have not exhibited any symptoms related to COVID-19.
- Cleaning wipes can be provided for each participant to clean their own chair, stand.
- A porter is present during all activities to monitor and clean high-touch areas, such as bathrooms, door handles, elevators buttons etc.
- General housekeeping is performed on a regular basis during the week and on weekends as activity in the building requires. All cleaning products are taken from the suggested list from the CDC.