



Social Distancing Guidelines

Meetings

- All meeting space & surrounding areas will have been properly cleaned and sanitized prior to the start of the meeting
- Any equipment required during the meeting will be cleaned and sanitized and only to be used by 1 person for the duration of the meeting. Gloves will be provided.
- Set up will be done accordingly to social distancing measures (6 feet from each other); more space will be allocated at no additional charge according to number of people attending the event
- Each attendee washes their hands prior to enter the meeting room (meeting washrooms on same floor as the meeting and only used by attendees); signage will be in place. Disposable gloves will be handed out to open doors to use to enter and exit the washroom
- Self Sanitization table in the meeting room
- Food & Beverage services will be individually wrapped and served in take out containers
- Coffee/Tea will be served in paper cups and will not be self served; a hotel staff member will serve each attendee wearing proper PPE
- No water jugs will be placed on meeting tables, each attendee will have their own water bottle