



COVID-19 REOPENING/EVENT SAFETY PLAN

Written safety plans for reopening must be submitted to the local health department and approved for all indoor and outdoor businesses reopening/scheduled events that meet either of the following criteria:

- businesses that have a capacity of 500 or more patrons, or
- events in which the anticipated attendance, including staff or vendors, is expected to meet or exceed 500 persons over the course of the event

The reopening/event plan must contain planned number of guests and how the location will meet social distancing and disinfection guidelines. A completed form must be submitted to info@sedhd.org for approval. PLEASE NOTE: Separate requests for personal protective equipment (PPE) distribution for any city, county, or other eligible event will not be approved until an event Safety Plan has been approved by the health department.

Date of Application:

Anticipated Opening/Event Date:

Business/Event Name:

Type of Business/Event:

Venue name (*event only*) and address:

City:

County:

Primary Contact (first/last name):

Position/Title:

Phone:

Email:

Approved Total Occupancy:

Anticipated Occupancy:

Description of Business/Event:

Disinfection Procedures (ex: disinfecting high touch surfaces at least every 4 hours):

Restroom Disinfection Procedures:

Hand Sanitizing (ex: handwashing with soap, water, and paper towels, or an alcohol-based hand sanitizer containing 60% or more alcohol for areas where handwashing is not feasible):

Social Distancing Policies/Procedures, including how they will be enforced:

Employee Safety/Screening Plan (ex: types of daily health and screening practices will you implement):

Please list all vendors participating in event, and any additional safety procedures that will apply:

I. OTHER

Please use this space to provide additional details about your business/event Safety Plan, including anything to address specific industry guidance.

Please ensure all sections are completed and email to info@sedhd.org. Email responses will be provided by Southeast District Health Department within 3 business days of submission.

NOTE: Individuals submitting plans are encouraged to provide plenty of lead time before the scheduled event date/date of reopening in order to address any planning gaps or questions.

Please note approval by Southeast District Health Department does not assume compliance with any local laws and regulations. Responsible parties are advised to confirm plans comply with all applicable regulatory/industry recommendations and/or municipal regulations.