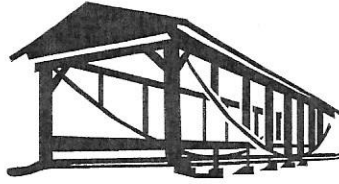


CITY OF
GERMANTOWN
OHIO • 1804

This document outlines City of Germantown specific guidelines for events under the most recent State and Local guidelines. These guidelines are subject to reevaluation as the State creates new mandates for events, mass gatherings, or receptions and banquets. Until further notice we will be accepting reservations under these new guidelines, we will ask you to sign and acknowledgment agreeing to the COVID-19 policies and procedures. Below, you will see an updated list of policies and procedures related to reserving facilities with the City and how these policies may affect your event. As always, please feel free to reach out to the City with any questions.

COG COVID-19 Guidelines

- I. Reduced Capacities due to Social Distancing Requirements
 - a. Germantown Depot: Main Room = 23 w/tables & chairs -or- 28 w/o tables
 - b. Veterans Memorial Park Shelter: practice social distancing
 - c. Veterans Memorial Park Gazebo: practice social distancing
 - d. Kercher Park Shelter: practice social distancing
- II. Social distancing Requirements
 - a. All guests are to socially distance themselves from other guests and park patrons.
 - b. Limit number of guests per table to allow for social distancing
- III. Mask Requirements
 - a. Due to local and state mandates, all guests are required to wear masks when not seated at their tables eating or drinking. This includes but is not limited to, entering the building, during socializing, to, from and while going through food stations and lines, to the restroom etc.
 - b. There will be signage throughout the entryway, restrooms and space notifying guests that masks are mandatory and reminding them to socially distance.
- IV. Food and Beverage
 - a. All food and beverage must be consumed while seated
 - b. Masks are required at all food and beverage stations.
 - c. All food must be physically served by catering service; no self-service stations or communal self-service plates on tables (Ex. Charcuterie boards).
- V. Applicant/Host/Guests
 - a. All equipment (tables, chairs, supplies) and restrooms must be sanitized prior to and following every event. Restrooms will be cleaned by city park staff prior to event however we strongly recommend the extra level of sanitization to be performed by the individual/group occupying the facility.
 - b. Hand sanitizer stations must be at the entrance/exit and at all food and beverage stations.
- VI. Guests Arrival
 - a. We will require all guests are following the social distancing guidelines upon their arrival and departure.
 - b. COVID-19 symptoms will be listed on entrance doors. Guests are asked to not enter if symptomatic.



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We understand that these restrictions limit some of the best parts of getting together for events, however, we must first and foremost consider the safety of everyone involved. We want to give you and your guests the opportunity to gather as safely as possible if you choose. We are asking you monitor your event and keep your guests safe while enjoying our facility.

By signing below, you agree to the terms listed in the **COG COMD-19 Guidelines**

Applicant Signature

Date