

COVID-19 CHECKLIST

Effective Date October 12, 2022



CITY OF SAN PABLO
City of New Directions



Rental Name _____

Permit # _____

The City remains committed to the health and safety of its employees and the San Pablo community throughout this COVID-19 pandemic.

To prevent mass infection by COVID-19, please obey the following checklist items for rentals of any City of San Pablo facility. A facility rental may be refused if the renter is unable to adhere to the following regulations established by the State of California, Contra Costa County and the City of San Pablo.

The City of San Pablo will notify you one month prior to your facility reservation/date with any new COVID regulations that may affect your rental. You may cancel your rental within one week of notification and receive a full refund if the current COVID regulations drastically affect your rental.

If new regulations are enacted less than one month prior to your rental we will work closely with to help develop a plan to meet the new regulations or consider a refund.

The City will follow State and County regulations and City policies and will enforce whichever is stricter.

Please PRINT the email address below you receive notifications at:

Per the City of San Pablo CORONAVIRUS COVID-19 UPDATE and MODIFIED OPERATIONS PLAN V23 issued October 12, 2022 as a renter of a City facility you are responsible for:

- Allowing City staff to ventilate the room periodically by opening windows and/or doors.
• All members of the public aged 2 years and older are encouraged to wear face masks when in the rented room but not required.
• Members of the public are required to wear masks in all common indoor areas such as facility hallways, lobbies, restrooms and other indoor areas designated for City employees
• All contact tracing if an attendee subsequently tests positive for COVID-19 or shows symptoms, including notifying the City.

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Creating Community Through People, Parks & Programs

The mission of the City of San Pablo Community Services Department is to work passionately and collaboratively, to provide and promote quality services that create a safe and healthy community.

- Remaining vigilant for symptoms of COVID amongst your attendees during your event. If City Staff notice anyone at your event displaying the following symptoms they will be asked to leave: Fever or chills, cough, shortness of breath or difficulty breathing, fatigue, Muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea.
- Not letting anyone from your event enter a City facility who has tested positive for COVID-19 unless at least 24 hours have passed since a fever of 100.4 degrees Fahrenheit or higher has resolved without the use of fever-reducing medications; **and** COVID-19 symptoms have improved; **and** at least 5 days have passed since COVID-19 symptoms first appeared or the date of specimen collection of the positive COVID-19 test, whichever is later.

The following is recommended but NOT required

- Try to avoid offering self-serve food or drink, such as buffets, salad bars, and drink stations.
- Discourage people from sharing items that are difficult to clean, sanitize, or disinfect.

I have read and understand the COVID-19 Checklist rules and regulations as they apply to my rental stated above:

Print Name

Signature

Date