

COVID-19 Regulations for Building Rentals, Union Congregational Church

Groups must follow all up-to-the minute CDC, New Hampshire, WHO, and Church Conference guidelines, and each person is required to wear a mask and observe social distancing. We also require every attendee to take their temperature and do a self-check before entering the building, **the Coronavirus Self-Checker can be found on the CDC website:**

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

CDC guidelines: <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

NH guidelines: <https://www.covidguidance.nh.gov/>

1. Each group will submit to the church office a list of attendees which includes phone numbers for contact tracing, to be handed in to the office at the end of the rental.
2. Every person entering the building will pass a COVID check at the door, including having a temperature under 100.4° F. This will be coordinated by the group, not the church.
3. Every group will have an individual responsible for checking in every attendee, including asking the COVID check questions provided and taking individual temperatures. The church does have a touchless thermometer that may be used for this purpose and will provide the required questions.
4. Individuals must use social distancing and limit physical contact.
5. Individuals must wear masks while inside the building, and when social distancing is difficult on church property outside of the building.
6. Groups will not offer self-serve food or drink options, such as buffets, salad bars, or drink stations, and will use disposable food service items including utensils and dishes.
7. Groups will provide adequate amounts of hand sanitizer to accommodate the number of attendees, with a minimum of two (2) sanitizing stations.
8. **The church will disinfect the building after every use in order to maintain a certain standard of cleanliness. Due to the high risk of this job, and the additional time required, a \$25 cleaning fee will be added to every rental.**

_____ *I have read and agree to all COVID-19 guidelines and will ensure they are followed.*

_____ *I have paid the \$25 COVID-19 cleaning fee.*

Agreement acknowledged by

Contact Person _____ Date _____

Agreement acknowledged by

Church Administrative Assistant _____ Date _____

To be filled out by Church Administrative Assistant

_____ Attendee list for contact tracing has been received: _____ Date: _____

_____ The COVID-19 cleaning fee of \$25 has been received: _____ Date _____