

PRIMA

Meetings & Events: COVID-19 Preparedness



Our Health and Safety Promise

To ensure the safety and well-being of meeting and event attendees, we are closely monitoring official guidance from the World Health Organization (WHO), the Center for Disease Control (CDC) and local governments.

Each of our associates will undergo a health screening and temperature

check prior to entering the hotel to check for Coronavirus symptoms.

You'll notice our health and safety experts frequenting high traffic areas to ensure the highest level of sanitation and disinfection to your event gathering space.

Rest assured our cleaning and sanitizing protocols are beyond reproach. We follow the lead of the CDC and WHO, and

we've taken additional steps throughout our event spaces to keep you and your guests safe during your event.

Though their smiles are hard to see behind their protective masks, our event services team members have been trained in the use of protective equipment and to incorporate physical distancing in the service of your needs.

Banquet and Catering Events

Menus: We are delighted to present you with a variety of menu items that feature thoughtful food selections in partnership with our local farmers whenever we can. Our menus have been curated for an enlightened experience made with quality ingredients that reduce contact in preparation and production.

Catering Options: In place of self-service functions, we will be happy to provide you with attended buffets or individually plated meals, attendant served receptions, and/or attended coffee and other break functions as appropriate.

Please note this may not be possible in some locations in accordance with state and local guidelines. For health and safety reasons, at this time we will no longer be pre-setting any food items.

For health and safety reasons, we will have to remove any communal fruits, garnishes, and delicious condiments and sauces from the tables. We will have single use condiments available upon request.

Outside Food: Believe us, we all love your aunt's brownies too, but at this time, no outside food will be allowed on premises that does not come from a vendor that has supplied proof of their rigorous health and sanitation practices. And if a baker comes with your wedding cake; we'll have to screen them too.

Room Layouts: Our event services team will work closely with you in the planning of your event space layout, including safe distance seating and orderly access and egress of your event room. Don't worry, we're on it!

Hand Sanitizer: Forgot yours at home? We're pleased to provide you with hand sanitizing dispensers at the entrance of your event spaces. For your convenience, we've also placed hand sanitizer stations at a 1 per 2000 square foot ratio.

Face masks: Please remind your attendees and event staff to provide their own face masks. For safekeeping, we will provide individual face mask bags upon meeting arrival for safe storage.

Associates: For all meal services, our events team has been trained and will serve utilizing the appropriate personal protective equipment (PPE).

Servers will take orders from behind the guest to minimize face to face contact. We are able to accommodate for several various allergies, dietary restrictions and specific dietary preferences.

Serviceware: All single use items are individually wrapped and serviceware is provided in a fully sanitized napkin roll-up.

Transactions: When possible and applicable, cashless or contact-light transactions are preferred in our event spaces as well as in our hotels.

Linens: All soiled linens will be replaced after every event and cleaned according to CDC guidelines. The linens will be removed and transported in sealed plastic bags for your safety. Our off-site professional cleaners will also uphold enhanced sanitation guidelines.

Meetings

AV Equipment: Our hotels have the technological and audio-visual capability to support virtual attendees to participate in your meeting. Should you need to use an outside AV company, we will help to facilitate, and will be holding them to our same high standards of health and sanitation required of our own associates

Paper materials: All pre- and post-event planning materials, from menus to billing, will be printed on single use paper.

Water: We will provide and refresh individually sealed bottled waters for each attendee.

Amenities: Sanitized pens will be provided at each meeting attendee's seat as well as single use paper that will be discarded after the event.

Meeting Capacity: Updated seating capacities are available upon request for your event. While we would love for you to invite the neighborhood, we ask that you help us out by keeping your invite list small enough that we can accommodate them safely. Please keep in mind that state and local regulations may vary.

Physical distancing: Though we will provide a gentle reminder to your guests during your event to practice safe physical distancing, we ask that you or your planner communicate the importance of physical distancing prior to their arrival.

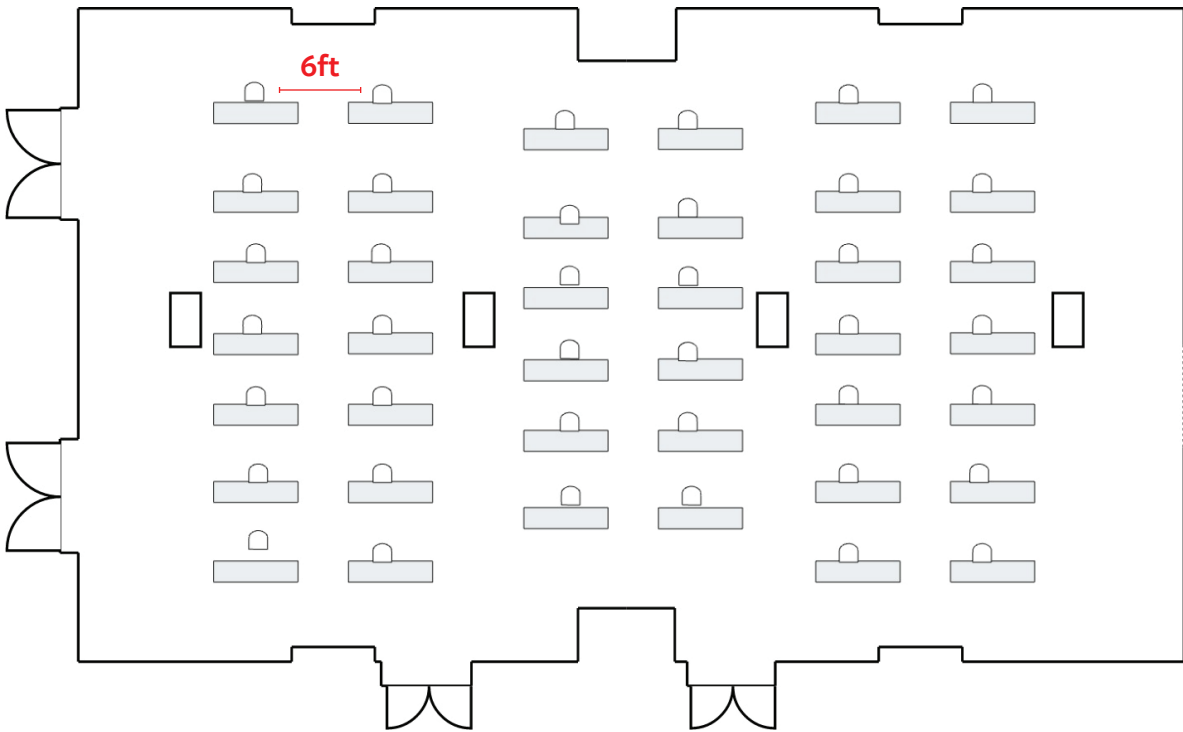
Cleaning and sanitation: At the conclusion of each of your event days, our team of health and safety experts will thoroughly clean and sanitize your event space.

Deliveries: If you have packages being delivered to the hotel, we've implemented health and safety protocols to cover that, too. Our delivery areas are being cleaned and sanitized as frequently as the rest of the hotel, and following physical distancing protocols and sanitation checklists. Please be sure to communicate the timing and size of any deliveries we should expect to your event services team.

Don't hesitate to reach out

If you have any questions at all, please don't hesitate to reach out to your event services team. When you plan an event at an Aparium hotel, you're placing your well-being in our hands, and we take that responsibility seriously. We're looking forward to collaborating with you on the perfect event!

Sample Social Distancing Conference Style Set-Up



Sample Social Distancing Rounds Style Set-Up

