

During the COVID-19 pandemic, all requests for rental of the FB Community Hall (the Hall) and/or grounds will be considered for approval on a case-by-case basis.

MAXIMUM NUMBER OF PERSONS IN TOTAL AREA OF HALL (excluding organizers & volunteers): 90 (50% of max. capacity)
Individual Room Maximums: Main Hall 90 Dining Room 13 Kitchen 4 Studio 10
NOTE: limits dependent upon safely maintaining appropriate COVID-19 social distance

To help prevent the spread of COVID-19, all user/rental groups must:

- Review the FBCA COVID-19 Safety Plan posted on the FBCA website and posted in the Hall.
- Write a COVID-19 safety plan for the group, a copy of which must be given to the FBCA rental agent or an FBCA director prior to the event. The plan must include all the ways you will reduce the risk of spreading the virus at your event (e.g. all pertinent actions from the FBCA COVID-19 Safety Plan, as well as BC Provincial Health Officer orders for gatherings and events, and/or guidelines from viaSport).
- Follow current BC COVID-19 rules as posted at entrance and/or in the Hall:
- Designate a lead person to ensure that:
 - attendees are reminded of COVID-19 safe practices and compliance encouraged throughout the event.
 - **ventilation fans are turned on at start of event & outside door(s) kept ajar to improve airflow.**
 - any touch points specific to your event are noted which will require disinfecting at the end of the event. A touch point is anything someone at the event has touched.
 - touch points are sanitized at the end of the event, in all areas your group has used, including but not limited to:
 - Door handles Light switches
 - Hallway bench Thermostats (Main hall & Dining Room)
 - Stair handrail Chairs and Tables
 - Any other equipment anyone in your group has handled
 - **all windows/doors are closed before leaving the building.**
 - outside door handles are cleaned when leaving.

NOTE: If an inspection by a Medical or Environmental Health officer or other COVID-19 enforcement officer should occur during an event and any Provincial COVID-19 protocols or orders have not been met, any fines will be the responsibility of the user/rental group.

FBCA COVID-19 Safety Plan and Fanny Bay Community Hall COVID-19 Protocol read & understood by authorized user/rental group representative:

Signature: _____ **Date:** _____