



# **COVID-19 Policies**

Questions regarding these policies for operating an event during COVID-19 at Liberty Bowl Memorial Stadium and Fairgrounds should be directed to Thomas Carrier, General Manager at 901-729-4071 or [Thomas.Carrier@spectrpx.com](mailto:Thomas.Carrier@spectrpx.com).

## **General Guidelines**

All events hosted on property will adhere to the social distancing guidelines instituted by the Shelby County Health Department, including at least 6 feet of separation between individuals or groups (members of the same household) and recommended hygiene practices. Additionally, the COVID-19 Policies listed below will also be required in order to host events on property. All existing LBMS policies and procedures also must be followed.

## **CDC GUIDELINES**

## **SHELBY COUNTY HEALTH DEPARTMENT GUIDELINES**

## **Event Liability**

In all event licenses there will be specific language to event liability for the licensee (event client) for operating an event on property during COVID-19. Additionally, there will be a requirement for ticket/waiver language for assumed risks of all persons attending the event.

## **Event Plans**

All events hosted on property are subject to approval by the City of Memphis and Shelby County Health Department. As such, LBMS event staff will work with each event client to develop a specific plan to hosting that event on property that will address the elements contained within this policy guide. LBMS event staff will work with an event client to develop a venue/space map to detail the layout of the event that will include all elements of event including capacity/occupancy, entry/exit, attendee seating/movement, etc.

## **Venue Location**

Since LBMS is a multi-venue/space entertainment property, each venue and space on property will impact elements of an event plan including capacity/occupancy, entry/exit, social distancing implementation for guest movement and queuing, cleaning frequency, signage location, etc. These elements will need to be detailed in each event plan.

## **Capacity/Occupancy**

Based on the venue/space at LBMS, event capacity/occupancy must be determined and included in the event plan. This event capacity/occupancy will maintain social distancing of at least 6 feet per person or group (members of the same household) and mitigate any congregation activities. Capacity/occupancy will be determined based on event set-up including:

- General Admission (GA): events that are GA must maintain 50 sq. ft. per person based on the unobstructed event space (area that allows for attendee movement/standing).
- Fixed Seating: fixed seating events must maintain at least 6' feet of social distancing in all directions between persons or groups. Group seating (seats combined in row for example) must also maintain 6 feet of spacing in all directions from other seats
- Table Seating: table seated events must maintain 10 feet of separation between table placement and each table cannot exceed 6 persons per table (but also must meet group standard of same household)

## **Entry/Exit**

Entry and exit points need to be clearly marked for event attendees, and separated to ensure social distancing. For indoor venues, entry and exit points also need to be spaced at least 6 feet apart to maintain social distancing. Floor markers need to be provided to show attendees where to stand while awaiting entry, these must maintain at least 6 feet of distancing.



### **Event Space**

The placement of activities, attractions, staging, booths, etc., must adhere to social distancing principles and ensure all persons can maintain at least 6 feet of distancing. Additionally, movement of guests throughout the event space must provide for social distancing. Queuing for booths, concessions, restrooms, etc., must have floor markers to show standing/holding locations that are at least 6 feet apart. The layout of the event space is critical for event approval by the City, Health Department and LBMS.

### **Cleaning/Disinfecting**

LBMS will require a detailed and frequent cleaning and disinfecting process for all public spaces, restrooms, high-touch areas, etc. LBMS, through its custodial services partner, will provide this service as part of the event expenses (charged to the event client) that maintains same standards across all venues/spaces on property. LBMS event staff will detail this event service and expense with clients during the coordination process.

### **Food & Beverage**

LBMS maintains strict guidelines for food service on property for all events. This will include food served in closed containers, bottled beverages only, PPE requirements for food service personnel. IF food service is permitted to be provided by an outside entity (non-LBMS partner) by LBMS, LBMS must review all food service protocols and that must be included in event plan submission.

### **Temperature Screening Policy (TSP)**

LBMS maintains a temperature screening policy for all working personnel on property, including event clients and their employees, subcontractors, vendors, etc. As such, LBMS event staff will work with each event client to plan out that process prior to the event. LBMS will provide event client with TSP during planning phase. Persons that fail (run a fever of 100.4 degrees or higher, or refuse screening process) will not be permitted to enter the premises.

### **Facial Covering Policy**

All persons must wear facial coverings/masks at all times while on property. Certain exceptions apply including, but not limited to children under 2 years old, persons with medical conditions and activities including eating, drinking and stringent exercise. This policy and a list of these exceptions will be posted at the entrance to each event venue/space.

### **Signage/Decals/Messaging**

Communication is a critical process of operating an event during COVID-19. LBMS has resources available to assist our clients with how to effectively communicate mitigation efforts and "what to expect" to event attendees. Event clients must be prepared to procure and place adequate signage in and around the event space detailing social distancing guidelines, spacing markers, etc. LBMS will also place specific signage pertaining to COVID-19 symptoms at all entry points to the event venue/space, which will state:

**TO REDUCE THE SPREAD OF COVID-19 and in accordance with the guidance and recommendations set forth by the CDC and Shelby County Health Department officials,**

**DO NOT ENTER (insert venue/space name) IF:**

- You are feeling sick or experiencing cold or flu-like symptoms (including fever, cough and shortness of breath);
- You have been diagnosed with, or believe to have contracted, COVID-19, unless no fever has been present for 72 hours (without use of medicine) and 10 days have passed since symptoms first appeared;
- You have been in contact with an individual diagnosed with COVID-19 within the past 14 days; and
- You have traveled internationally in the past 14 days.