Parks, Recreation and Tourism
Chesapeake
VIRGINIA

Addendum to Community Center Rental Agreement

- Community center gatherings are limited to 50% of the room capacity, with 6 feet distancing, and generally not to exceed 25 patrons. Many rooms and/or facilities may have smaller capacity numbers and thus some maximum numbers may be significantly lower than 25. (If more than the allotted amount of people are in the room, center staff will notify the renter to terminate the event. Park Ranger and/or Chesapeake Police Department will be called if needed to disband the rental.) ____
- Guests and patrons must wash hands with soap and water and/or use the provided alcohol-based hand sanitizers containing at least 60% alcohol upon entry. ____
- Renters must inform individuals who are not feeling well or have a fever with a temperature of 100.4 or higher that they are not permitted in the establishment. Renters should encourage guests to stay home if they are sick. ____
- Practice physical distancing of at least six feet between each person unless they are with members of the same household. Attendees are encouraged not to pass items to other attendees who are not members of the same household. _____
- A face mask is required of any person age ten and older. Individuals must always wear a mask or face covering while entering, exiting, or traveling through common areas of the building. A face mask is anything used to cover your nose and mouth, such as a mask, scarf, or bandana. ____
- No self-service of food (except beverages), including condiments. Condiments should be removed from tables and dispensed by renter upon the request of an attendee. Buffets must be staffed by servers. For self-service beverage areas, use beverage equipment designed to dispense by a contamination-free method. Gloves are required of all individuals serving any type food. ____
- Any items used to distribute food or beverages must be disposable, used only once, and discarded. (Renters are responsible to take out all trash and clean the room by the end of the rental.) _____
- Table and chair configurations must be arranged in a manner to ensure six feet of physical distance can be maintained between all organizers, staff and attendees who are not members of the same household. _____
- Entrances and exits must be configured to reduce the occurrence of bottlenecks at the beginning and conclusion of the event. ____
- A signed acknowledgement of the new rental guidelines is required prior to entry. ____

_____ _____

Lead Renter Signature of Document Agreement Date

Staff Witness Signature _____