

## Safety Checklist

### For Hosts:

- Make sure plenty of hand sanitizer is available for attendees in an easily accessible location away from other people.
- All snacks or beverages should be individually packaged and set up in an easily accessible location away from other people.
- Ensure that attendees observe social distancing. Consider marking spaces 6 feet away from each other prior to attendee arrival to remove the guesswork.
- Ensure that attendees are wearing a mask when not eating/drinking.
- Record the names and phone number of each attendee, especially if they are not on the pre-registration list. Also make a note of those on your list who do not attend. This will enable us to contact trace if necessary.

### For Attendees:

- **Do not attend if:**
  - You feel sick, have a fever, or any symptoms of COVID-19. Symptoms may include, but are not limited to: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea.
  - If you have recently been exposed to someone who has tested positive for COVID-19 or is exhibiting symptoms of COVID-19.
  - If you have recently been tested for COVID-19 and received a positive result or have yet to receive your results.
- Observe social distancing rules and stay a minimum of 6 feet away from other attendees. Do not hug or shake hands.
- Wear a mask when not eating/drinking. Individually packaged water and snacks will be provided.
- Wash or sanitize hands frequently, especially before eating.
- Avoid touching your face.
- Cover your cough or sneeze and promptly wash or sanitize hands.
- **If you develop symptoms or test positive for COVID-19 within 2-14 days of attending the MNCREW event, promptly notify MNCREW at [info@mncrew.org](mailto:info@mncrew.org) or (952) 928-4669.**

*By registering for this event, I acknowledge that COVID-19 creates a potential risk and assume all such risks associated with my and my affiliates' presence at the event, and waive, release and discharge MNCREW and its representatives from any liability associated with my participation in this event.*