

**BE MINDFUL OF CURRENT CAPACITY LIMITS**

- At Halloween, we traditionally see more people looking to go out to bars and restaurants. Make sure measures are in place to control your occupancy count. We encourage you to use a reservation system and/or clicker at the door to control your crowd size. As a reminder, the current occupancy limits are as follows:
  - If you have a Retail Food License, your maximum allowed capacity is 40% or 50 people (whichever is less) per room or space.
  - If you have a Tavern license, without a food license, your maximum allowed capacity is 25% or 50 people (whichever is less) per room or space and you must have a food partner.
- Lines outside your establishment are strongly discouraged. However, if you do have a line outside, you are responsible for the activity of the individuals waiting in line. Anyone in line must maintain proper social distancing of at least 6 feet and must wear a mask.
- REMEMBER: you cannot sell tickets to a Halloween event if you do not have a PPA license

**EVERYONE MUST WEAR A MASK**

- Everyone in your premises must wear a mask at all times. The only exception to this rule is if the patron is seated and actively eating or drinking. Masks should be multi-layered and cover the nose and mouth – a traditional Halloween costume mask is not enough.

**CUSTOMERS MUST REMAIN SEATED**

- Your patrons must remain seated while eating and drinking at your establishment. Tables should be spaced 6 feet apart, at a minimum. Maximum party size and table occupancy limits remain at 6 people.
- Dancing or other congregating is not allowed while COVID restrictions are in place
- If you have a Tavern license, without a Retail Food License, your customers cannot walk up to the bar and order drinks. Wait staff must be in place and customers must be seated while ordering. In addition, seating is limited to a two-hour maximum and you must provide customers the option of ordering food from a partner food vendor.

**REDUCED HOURS**

- Reduced COVID hours remain in place for Halloween. On-site consumption of alcohol must end at 1:00am and you must close your establishment by 1:30am.
- Consumption on Premises and Tavern licensees can sell incidental packaged goods and cocktails-to go until 1am. Cocktails-to-go must be in tamper evident, sealed containers with no straw or drinking holes.

**BE A GOOD NEIGHBOR**

- It is the responsibility of all licensees to operate and maintain a safe environment for your patrons. Make sure you have sufficient staff on site to enforce all COVID protections. It is also your responsibility to be a “good neighbor” to the residents and businesses in your community. Ensure you maintain quiet, orderly, and socially distanced lines and keep the area around your premises clean.
- In addition, no alcohol is allowed outside or on the public way unless you have a valid sidewalk café permit, outdoor patio license, or Expanded Outdoor Dining permit (with corresponding special event liquor licenses).

**STOP ALCOHOL SERVICE TO INTOXICATED PERSONS**

- It is illegal to sell, give or deliver alcohol to an intoxicated person and a violation of state law. Train and educate your staff to recognize when a patron is intoxicated. Once there is evidence of intoxication, staff must be confident enough to cut that patron off and stop serving that individual.

**OUTDOOR EVENTS**

- Halloween specific outdoor events are prohibited during COVID-19- this includes block parties.
- Outdoor dining continues to need proper permits.

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