

# **ATTENTION CUSTOMERS**

**These Rules & Regulations are implemented to maintain a safe and healthy environment for all customers, vendors and employees.**

- A. Gate employee will count customers entering and exiting to insure there are no more than 50% occupancy at all times (occupancy is determined by the fire department).
- B. Entry signage displayed with health questionnaire of symptoms for shoppers, requiring the use of face coverings.
- C. Aisles to have one-way foot traffic on each side like a road, tape down middle, with appropriate directional signage.
- D. Limit number of customers allowed in each booth at a time, based on size (i.e. 2 shoppers in a 10 x 12) with signage posted at each booth indicating the occupancy number.
- E. Hand Sanitizer stations located throughout the Market.
- F. No live music indoors or other special events until further notice to discourage congregating.
- G. All high contact customer areas (including restrooms) will be monitored and sanitized on a regular basis.
- H. Queue lines spaced appropriately in all areas with cash registers, using 6-foot marks for customers.
- I. No self-serve in food service, including condiments.
- J. Customer Safety Guidelines and Standards will be posted on the Market's Facebook page and website.

# **ATTENTION VENDORS**

**These Rules & Regulations are implemented to maintain a safe and healthy environment for all customers, vendors and employees.**

- A. Outdoor and indoor vendor selling areas to be spaced out so that each booth entry has 6 feet of space on either side.
- B. Vendors required to wear face coverings. (The state is requiring employees of businesses to wear masks. Vendors are employees of their own business.)
- C. Vendors to have hand sanitizer to use after every transaction, as well as a separate hand sanitizer for customer use.
- D. Vendors to sanitize customer touch points including merchandise.
- E. Vendors will have the option to leave rent in a drop box or an employee will visit the vendor booth to collect rent to minimize vendor contact with customers outside of their booths.
- F. Vendor Safety Guidelines and Standards will be posted on the market vendor Facebook Group and the Market's website
- G. Vendors will have access to their booths on Mondays, Tuesdays, Thursdays and Fridays, to restock merchandise, sanitize and deep clean.

# **ATTENTION EMPLOYEES**

**These Rules & Regulations are implemented to maintain a safe and healthy environment for all customers, vendors and employees.**

- A. Temperature check and health questionnaire completed pre-shift by manager. All employees must pass in order to work.
  - a. If an employee shows symptoms upon arrival, they will be sent home and the Health Department will be contacted
  - b. If an employee develops symptoms during the workday, they will be sent home, the Health Department contacted, and their work area will be sanitized
- B. Face coverings must be worn by all employees and will be provided by the Market if the employee does not have one. If an employee's face covering is deemed unacceptable, they will be required to wear the Market supplied one instead.
- C. Hand sanitizer provided at all employee stations and registers.
- D. Hands to be washed or sanitized at regular intervals.
- E. Employee touch points to be sanitized on an hourly basis.
- F. Concessions staff will be spaced 6-feet at registers and in the kitchen area.
- G. Management office to limit entry to two customers/vendors at a time with a queue line marked outside the office door. Staff areas in office will be arranged with 6-feet of space between work areas.
- H. Signage displayed in employee time clock area outlining requirements and guidelines for market re-opening. A hand-out will also be given to each employee to take home.
- I. Wednesdays will be closed to vendors, allowing employees to deep clean and sanitize Market.