



# SARATOGA SPRINGS CITY CENTER RE-OPENING INFORMATION

## **City Center Responsibilities:**

***Subject to change based on NYS Guidelines***

As we begin to reopen the City Center, the safety and well-being of our guests and staff are at the forefront of all our planning efforts. We are working through this unprecedented situation and are implementing a number of new safety measures, based on guidance from state and local health authorities. We and our vendor partners are committed to a responsible reopening of the City Center.

- A daily health screening log of employees will be completed
- All employees will be required to wear face masks
- All employees are advised to stay home if presenting any symptoms
- Essential housekeeping with consistent sanitizing procedures will occur throughout the day/event
- All restroom doors will be propped open to provide no contact entry
- All restrooms will be equipped with automatic flushing, soap & paper towel dispensers
- Hand sanitizing stations will be available in key locations, mainly lobby and room entrances
- Only established standard room layouts to maintain social distancing protocol will be used for all events, limiting room capacities
- Elevator will be limited to no more than (4) people in car at one time
- Limit public seating in our lobby to adhere to physical distancing regulations
- A health screening log of our caterers, decorators, audio-visual providers and security on-site staff will be required upon arrival to our building

We will continue to adapt our policies based on NYS guidelines changes. We will work closely with all of our clients and vendor partners to ensure a safe, clean, socially responsible experience.