

SPECIAL ADDENDUM: COVID-19 POLICIES AND PROCEDURES

- a. _____ (hereby referred to as "Facility User") agrees that,
(Individual or Organization)
- until expressly advised otherwise, it will operate consistent with the following protocols regarding the protection of its Personnel, guests, and invitees, Warren Willis Camp and Conference Centers' staff, members, and invitees, and the general public from the spread of COVID-19:
- i) Facility User shall require all of its Personnel and guests and other invitees ("Guests") to be free from COVID-19 symptoms prior to entering upon Warren Willis Camp and Conference Center's premises and to immediately report suffering from any symptom related to COVID-19. Symptoms include fever of 100.4 F or higher, dry cough, shortness of breath, chills, loss of taste or smell, sore throat, or muscle aches, or any other symptom identified by the CDC as associated with COVID-19.
 - ii) Facility User shall require that any of its Personnel or Guests reporting any symptom associated with COVID-19 must be symptom free for at least 72 hours before being permitted to enter upon Warren Willis Camp and Conference Center's premises.
 - iii) Facility User shall require that, while on Warren Willis Camp and Conference Center's premises near WWCCC staff, all of Facility User's Personnel and Guests wear a mask or face covering or take such other personal protective measures as recommended by the CDC or consistent with other federal, state, or local requirements. This includes practicing social distancing. Masks can be taken off while in the dining rooms eating. Facility User shall provide masks or other supplies necessary to comply with applicable guidelines.
 - iv) Facility User shall require its Personnel and Guests to follow CDC recommended hand washing procedures regularly, throughout the day, using warm running water and rubbing with soap for at least 20 seconds, including immediately after entering upon Warren Willis Camp and Conference Center's premises and before handling any food or drinks to be provided to others.
 - v) Facility User shall contact the Health Department if any of Facility User's Personnel or Guests contracts COVID-19, to obtain guidance regarding whether Facility User may have to change or suspend its Type of Use on Warren Willis Camp and Conference Center's premises.
 - vi) Facility User shall immediately notify Warren Willis Camp and Conference Center if Facility User becomes aware that any of its Personnel or Guests is, or has had contact with, an individual exhibiting symptoms associated with COVID-19, an individual who has been advised to self-isolate or quarantine, or an individual who has tested positive or is presumed positive for COVID-19, so that Warren Willis Camp and Conference Center may take all appropriate action, including, without limitation, changing or suspending Facility User's use of Warren Willis Camp and Conference Center's premises in light of CDC, Health Department, DCF, or other applicable agency guidance.
 - vii) Facility User understands and acknowledges that in engaging in above-described Type of Use on Warren Willis Camp and Conference Center's premises, Facility User's Personnel and Guests may come into contact with children, families, employees, invitees, members, and other individuals who are also at risk of community exposure to COVID-19. Facility User understands and acknowledges that no list of restrictions, guidelines, or practices will remove 100% of the risk of exposure to COVID-19 as

the virus can be transmitted by persons who are asymptomatic and before some people show signs of infection. Facility User understands that it plays a crucial role in keeping everyone in the Facility safe and reducing the risk of exposure by following the practices outlined above.

Facility User – Signature

Date

Facility User – Print Name

Organization Title (if applicable)