



# FAYETTEVILLE

TOWN CENTER

## Safety Procedures to follow during events at FTC

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At Fayetteville Town Center we want to ensure the safety of our team and you our clients. We have some new measures in place to help us all stay connected safely.



**Temperature:** Fayetteville Town Center will require all patrons entering the facility to conduct a temperature check. We will provide the scanner or disposable units for this procedure.



**Masks:** Cotton Masks will be required for attendees and staff. If a mask is needed Fayetteville Town Center will provide one for you. Please talk to your event planner prior to your meeting to place an order for masks if you need them.

\*Masks are required while inside the common areas of the facility (lobby, elevators, bathrooms and back of house) and while interacting with FTC staff.



**Wash Hands:** Handwashing and sanitizing is required. Fayetteville Town Center provides hand sanitizer stations for all to use. Patrons may also use restroom facilities to wash hands thoroughly. Guests should participate in regular handwashing practice throughout all events.



**Maintain Distance:** Please maintain the recommended physical distance of at least 6' feet. This distancing is required between each event guest as well as any staff members. The distance will be updated upon any change to CDC guidelines for large indoor venues.

Each event diagram will be presented and set forth with these health guidelines in mind. If you have questions about distancing during your event, please discuss with your event coordinator prior to the event.



**One-way aisles:** Aisle ways will be created with larger amounts of space and one way only aisles will be displayed on all event space floors and on each event diagram to help manage traffic throughout the event floor.



**Outdoor Spaces:** Fayetteville Town Center will use outdoor spaces as much as possible for all events weather permitting. (i.e cocktail receptions, happy hours, registrations)



**Food & Beverage:** All food & beverage will be managed by a food and beverage assistant. No self-serve options are allowed within Fayetteville Town Center. If you are not able to allocate a staff member for this, we will provide pricing for a F&B assistant based on number of guests and food and beverage needs.

*\*Caterers may provide this service as well. We encourage you to ask your caterer what this would look like for your needs.*



**Restrooms:** Our restrooms will require a new maximum capacity as a precaution for all event attendees, organizers, and staff. No more than 5 attendees in the restroom at one time. To ensure proper sanitation practices and attendee count, our onsite staff will be present to assist.



**Event Attendee:** Staff will be on-site at each event to monitor and ensure compliance with conference/ meeting policies as well as for enhanced health and safety protection.