

**3617 Grandel Square**  
**Phase 1: Reopen Cooperative Work Stations**  
**Covid-19 Mitigation Policies and Procedures**

Before returning to Kranzberg Arts Foundation workspaces your acknowledgment confirming receipt of all Covid-19 mitigation policies and procedures is required. Please review the following and sign where indicated. *Policies and procedures are subject to change.*

---

- The Foundation will continue the increased cleaning, sanitization, and disinfecting procedures throughout all foundation venues, offices, and workspaces. Hand sanitizer stations will be located in convenient and high touch areas
- Mandatory sign-in sheets will remain in all venue lobbies and employees' strict adherence to signing in is required. This information ensures we have proper tracing protocols in place in the event someone becomes infected with COVID-19 and may be shared with public health or government officials.
- Residents returning to the office will be required to wear face coverings in all common areas, respect all social distancing policies and follow all mandated safety and hygiene protocols as deemed necessary by public health and government officials
- Temperature checks/health screenings will be administered prior to entering each venue.

A temperature of 100.3 or below will be granted access  
A temperature of 100.4 or above will be denied access

- Only dedicated staff is allowed in the workspaces, guests and visitors are prohibited.
- The restrooms will be limited to 1 person at a time.
- The kitchenette will be closed.

*By signing this document you (user/individual) acknowledge you have read the above policies and procedures and agrees to indemnify, hold harmless and defend Kranzberg Arts Foundation and its employees, directors, officers, agents, affiliated entities and representatives against any and all claims or suits made against Kranzberg Arts Foundation and its employees, directors, officers, agents, affiliated entities and representatives arising out of the negligent acts or omissions of the user/individual,*

*including injuries to persons (including illness and death) or property damage, including loss of use, including claims of contractors, subcontractors, employees, patrons or guests or anyone permitted into the Facilities by the user/individual or the user/individual's representatives, employees, patrons or guests.*

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the bottom.

Name: \_\_\_\_\_

Company: Fly North Theatricals \_\_\_\_\_

Date: 5/22/2020 \_\_\_\_\_