

- 1. We will have current Covid 19 Signage posted prominently next to the front door.**
- 2. At check in, guests will be provided a sealed welcome bag including 2 masks, individual hand sanitizer, and new individual bath products. Our only employee is our house cleaner and she is an independent contractor. She will be required to wear gloves and a mask while doing any cleaning.**
- 3. We have stringent cleaning guidelines and the house cleaner will be required to complete a cleaning checklist. We will be in receipt of completed checklist for every guest cleaning. Extra cleaning will be implemented including but not limited to all surfaces which may have been touched by previous guests.**
- 4. The house cleaner will be required to take her temperature before a cleaning job and to wear a mask and gloves while cleaning. After cleaning, she will dispose of her mask and gloves and she will be required to wash her hands with disinfectant soap.**
- 5. Guests will be provided hand sanitizer and masks.**
- 6. We do not have crowds at our vacation rental. No additional people other than the 2 guests will be allowed.**
- 7. 2 guests only. The vacation rental is physically separated from our house and we do not have contact with the guests. They have their own building, walkway and parking area.**
- 8. Our guests pay through VRBO or through Paypal, no cash will change hands.**
- 9. We live next door to our rental and one of us will always be available within one hour of a call. We are very responsive. Cheri Osborne, 707-257-4414 or Peter Taylor 415-302-8317.**
- 10. We take reservations through VRBO or via Cheri's email for established and former guests. We do not have any guests without a prior reservation. We do not accept drop in guests.**
- 11. Our rental is limited to 2 people, no exceptions and no visitors.**
- 12. Two people.**
- 13. 72 hours between guests.**
- 14. We will use what is current and provided by this web site. All guests will sign and leave in the Vacation Rental to be picked up after their checkout, no exceptions.**

The first step is to ensure that all guests are properly informed of the current situation and the steps they need to take to stay safe.

1. All check-in procedures will be modified to ensure that all guests are properly screened for symptoms of illness. Only employees who have been properly trained and are wearing masks and gloves will be permitted to interact with guests.

2. We have strict cleaning protocols in place and the housekeeping staff will be required to complete a cleaning checklist for every guest room. Extra cleaning will be implemented including but not limited to all surfaces which may have been touched by previous guests.

3. The housekeeping staff will be required to take hot water showers before a cleaning job and to wear a mask and gloves while cleaning. After cleaning, they will dispose of their mask and gloves and they will be required to wash their hands with hand sanitizer.

4. Guests will be provided with hand sanitizer and masks. We do not have a waiting area or a reception desk. All additional details of our other services can be found on our website.

5. In addition, the ventilation system is physically separated from the rest of the building and we do not have contact with the outside world. They have their own building and are always well-ventilated.

6. Our guests can check in through a self-service kiosk. We will change the password for the kiosk for each guest and the kiosk will always be available within the room of a guest. We have a very responsive IT team. Call us at 707-447-4414 or email us at [it@hilton.com](mailto:it@hilton.com).

7. We have reservations through VRBO or our own website for established and repeat guests. We do not have any guests with a prior reservation. We do not accept reservations from guests.

8. Our rental is limited to 3 weeks, no exceptions and no winter holidays.

9. We have a very responsive IT team. We will use virtual support and provided by the website. All guests will sign and leave in the morning. We will be happy to be picked up after their check-out. No extension.

**15. In this highly unlikely event, the guests will remain in the vacation rental for the quarantine period and all upcoming guests will be canceled.**

**16. We do not have a sauna, hot tub or steam room.**