# A close up of a sign  Description automatically generated

# COVID19 Business Specific Health & Safety Form

# TRANSIENT LODGING

**NOTE:** In order to self-certify compliance at [www.mendocinocountybusiness.org](http://www.mendocinocountybusiness.org/), you must **read and implement** the County of Mendocino-specific guidelines for Transient Lodging, including short-term vacation rentals, issued in the July 1, 2020 Public Health Order.

In order to fill out this form and create a health and safety plan for your business, refer to the [State of California Guidelines for Transient Lodging](https://covid19.ca.gov/pdf/guidance-hotels-lodging-rentals.pdf), the [County of Mendocino Public Health Order dated July 1, 2020](https://www.mendocinocounty.org/home/showdocument?id=36525) and the [County of Mendocino Facial Coverings Order dated July 3, 2020](https://www.mendocinocounty.org/home/showdocument?id=36523). A health and safety plan is required to operate.

1. Describe the type of signage you will have and locations.

**3 signs from business tool kit posted at entrance.**

1. Describe the PPE you will provide to your employees and guests.

**Gloves and masks are available for employees. Sanitizer and cleaning products are available for guests.**

1. Describe your plans for training employees and temporary workers on the use of PPE; disinfection; sanitation and other cleaning techniques.

**Training and reference/instruction binder with cleaning checklist is provided of cleaning requirements/guidelines.**

1. Describe your plans for protecting your employees’ health.

**Gloves, masks and a cleaning checklist is provided of cleaning requirements.**

1. Describe your plans for protecting the health of guests.

**Booking buffer of 72 hours and strict enhanced cleaning protocol.**

1. Describe how you will prevent crowds gathering at your facility.

**Parties and gatherings are not allowed and must be agreed to as one of the house rules prior to booking.**

1. Describe how your will enforce physical distancing at your facility.

**N/A only one reservation per day (vacation rental).**

1. Describe the payment methods you will use (contactless is preferred).

**Online payments.**

1. Provide the name, phone number and email address (optional) of the person or persons you have designated as the COVID19 contacts for your property. In your response, state whether they are on-site or available within one hour of a call.

**Lisa Ortiz - Within one hour of a call**

**707-972-9906**

1. Reservations are required. What are your methods for taking reservations and appointments?

**Online booking only.**

1. Describe the limit on the number of guests permitted in each room, unit, or vacation rental (regardless of size).

**7 people (vacation rental).**

1. Describe the occupancy limitations for your hotel or vacation rental.

**No more than one household/living unit (tourism and individual travel) or essential workers/essential business.**

1. How many hours are necessary between separate room or unit occupancies on your property?

**72 Hour booking buffer.**

1. Describe the signed agreement you have with guests regarding compliance with County of Mendocino Public Health Orders.

**Waiver/agreement is signed.**

1. In the event your facility has a guest who contracts Covid-19, what are your plans for quarantine and isolation?

**Will comply with any and all isolation/quarantine orders.**

1. If your property has a sauna, hot tub or steam room, is it operational?

**N/A.**

**Self-certify**

Go to [www.mendocinocountybusiness.org](http://www.mendocinocountybusiness.org), click **Self-Certification** in numbered item 5, select Transient Lodging from the dropdown menu, upload your plan and complete the self-certification process online. Alternatively, you may mail the completed certification form (with any required attachments) to: County of Mendocino Environmental Health, 860 N. Bush Street, Ukiah, CA 95482.

*Your Business Specific Health & Safety Plan will become public record.*