# 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 September 22, 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://files.covid19.ca.gov/pdf/guidance-hotels-lodging-rentals--en.pdf) dated October 20, 2020, the [County of Mendocino Public Health Order dated September 22, 2020](https://www.mendocinocounty.org/home/showdocument?id=37424) and the [County of Mendocino Facial Coverings Order dated July 2, 2020](https://www.mendocinocounty.org/home/showdocument?id=36531). A health and safety plan is required to operate.

1. Describe the type of signage you will have and locations.
2. Describe the PPE you will provide to your employees and guests.
3. Describe your plans for training employees and temporary workers on the use of PPE; disinfection; sanitation and other cleaning techniques.
4. Describe your plans for protecting your employees’ health.
5. Describe your plans for protecting the health of guests.
6. Describe how you will prevent crowds gathering at your facility.
7. Describe how your will enforce physical distancing at your facility.
8. Describe the payment methods you will use (contactless is preferred).
9. 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.
10. To the extent feasible, reservations shall be made by phone or online prior to arrival. What are your methods for taking reservations and appointments?
11. How many hours are necessary between separate room or unit occupancies on your property?
12. Describe the signed agreement you have with guests regarding compliance with County of Mendocino Public Health Orders.
13. In the event your facility has a guest who contracts Covid-19, what are your plans for quarantine and isolation?
14. If your property has a sauna, hot tub or steam room, is it operational?

**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.*