*We have read:*

* CDC publications on Covid-19 with information on how to prevent the disease spread and conditions that may make individuals more susceptible to contracting the disease.
* CDC reopening Guidance for Cleaning and Disinfecting
* CDPH Guidance for Use of Face Coverings
* CDPH CAL/OSHA COVID-29 Industry Guidance for Hotels, Lodging and Short Rem rentals
* Mendocino County Public Health Orders
* Mendocino County Facial Covering Orders

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

* “Maintain a Physical Distance and Facial Covering Required” and ‘Do not Enter if Sick’ signage posted at entrance. Also, appropriate signage posted by the State of California Guidelines for Transient Lodging are posted on the sole entrance and adheres to the facility outlining proper face covering, social distancing, washing of hands while here.

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

* Owner operated business. No employees.
* Owners completed Certification of **Airbnb’s Enhanced Cleaning Protocols** training based on CDC guidance.
* Owner/proprietor PPE includes 99.99% alcohol hand sanitizer at the entrance, multiple clean towels and soap, fresh paper towels, sanitization, nitrile gloves for cleaning, face masks available upon request.
* We will be taking their temperature on initial check-in with an infrared temperature thermometer screening for anyone over 100 degrees.

1. *Describe your plans for training employees and temporary workers on the use of PPE; disinfection; sanitation and other cleaning techniques.*
2. **We have no employees or workers- owner operated, so these are our protocols.**
3. Wait 48 hours after a guest leaves before cleaning the private space
4. Frequent hand washing with soap and water for at least 20 seconds or use of hand sanitizer before placing PPE
5. Wear clean protective gear, masks, gloves, etc. when entering and while implementing the cleaning/sanitization/disinfectant protocols
6. Ventilate room, open windows before cleaning
7. All towels, linens, sheets are removed as one unit for laundering
8. Multi-step Cleaning/Sanitizing/Disinfecting Process with checklist
9. We will be wiping down all areas of occupation, disinfecting all high-touch areas, including tables, TV remotes, countertops, coffee machine, refrigerator handle, microwave, small table, piano and other items.
10. As our usual practice, we remove all trash and left food items after a guest has left into the trash/recycling bins outside.
11. Guests do not have access to laundry services here, so there is no need for such services.
12. We will be going to a disposable set of wishes and utensils during this time, so there is no cleaning of such items.
13. A HEPA filter unit has been installed to help clean the air.
14. Bathroom facilities will be cleaned and disinfected with Covid-19 EPA standard cleansers and protocols.
15. *Describe your plans for protecting the health of guests.*
16. Guests are notified prior to agreement to rent to them the following requirements before accepting a reservation, which includes House Rules and County and State Orders.
17. Guests have to provide the names, addresses and cell numbers for all guests
18. They will abide by the Mendocino COVID health orders which will be posted here when they arrive
19. PPE available to guests as required, masks included
20. Welcome book has been removed
21. They have a remote key to let themselves in with
22. There is no ‘shared space, laundry or kitchen use’ while a guest is here
23. Limit to two guests per room (2 rooms)
24. There are no late arrivals (past 10:30)
25. Appropriate signage is posted on the entrance and outlines proper face covering, social distancing, washing of hands while here
26. We will be taking their temperature on initial check-in with an infrared temperature thermometer (no one allowed over 100 degrees)
27. Guests agree that if for some reason you are quarantined at our place, they will pay for lodging and the costs of us delivering food.
28. When coming into the ‘main house’ and/or to take a shower, all guests are required to wear a mask and keep 6’ social distancing
29. Each time they enter the Airbnb Studio Facility (separate entrance from our home), they use the hand sanitizer at the door.
30. *Describe your plans for protecting your employees’ health.*

* We are owner operated and have no employees. Same plans as above for ourselves

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

* Ingress and Egress of the facility is private, restricted and monitored. Guests agree to have no visitors, parties other than who has been accepted.

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

* Guests are notified and have to agree before reservation is accepted about the 6’ social distancing polices.

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

* All reservations are contactless as the reservation system is through the Airbnb portal and then funds are transferred via PayPal.

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.*

* Designated COVID 19 contacts for the property are only the two property owners as provide in steps 1 of Business Self Certification.
* Depending on the various Zoom meetings and conference calls we are on daily, we usually have a one-hour window available. We are here mostly 24 hours a day and have video conference meetings throughout each day.

1. *To the extent feasible, reservations shall be made by phone or online prior to arrival. What are your methods for taking reservations and appointments?*

* All reservations are contactless as the reservation system is through the Airbnb portal.

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

* Maximum 2 adults

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

* Maximum 4 people as there are only two rooms

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

* We now have a 48 hour minimum to 72 hour window between each reservation.

1. *Describe the signed agreement you have with guests regarding compliance with County or Mendocino Public health Orders.*

* Before a reservation is confirmed, guests must digitally agree to adhere to compliance with the County of Mendocino Public Health Orders, State of CA Health Orders and laws.
* Guests information include name, numbers, email addresses, home address
* Guests agree to comply with current Mendocino SIP orders
* Guests are required to cancel their reservations if either of them is sick, has any symptoms or has recently come in contact with anyone with symptoms or has tested positive for COVID-19 within 14 days prior
* Guests agree to a temperature check upon arrival
* Gusts agree to inform property owners immediately if they feel ill at any time
* Guests agree to comply with all isolation/contract tracing, quarantine orders required by County Public Health authorities.
* If Guests are not Mendocino County residents and is determined by a medical physician to require isolation or quarantine for COVID-19, guests may be mandated to stay in place, for isolation and/or quarantine purposes.
* Guests agree the situation of required isolation or guarantee may be lengthy and may require two separate accommodations (with individual delivery of food, services, labor, and essential needs for each) and Guests agree to pay for all such costs.
* Guests agree to obligation to fully comply with any such allocation of costs without recourse against the County of Mendocino.
* Guests agree to wear face coverings at all times on the property except when inside the rental unit. Social distancing protocols of a distance of at least 6’ are required even when masked and outside.
* Guests understand that by Mendocino County Covid-19 Ordinance facial coverings are required; enforceable with citations and fines for violations.
* Only guests are allowed on the property with no exceptions around any other visitors.
* Guests are to sign COVID guideline agreement and liability waivers at check in.

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

* In this event, a registered guest is notified to a medical physician, and in coordination with the Mendocino health Authority, is required to isolate or quarantine for Covid-19 after being informed. We will cooperate with all Public Health Authorities.

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

* We do have such a unit here.