**Covid-19 Business Specific Health & Safety Form for Transient Lodging-**

**Wildflower Boutique Motel**

1. Describe the type of signage you will have and locations. *The following signage will be posted at lobby entrance: 1) Visit Mendocino County bilingual signs to inform employees and customers that they should avoid entering the facility if they have a cough or fever, maintain a minimum 6 foot distance from one another, sneeze and cough into their elbow; 2) Mendocino County bilingual signs to maintain a physical distance of 6 feet and face coverings required; 3) Social Distancing and Hygiene Protocol Covid-19 Prevention; 4) Signage requesting only one representative from each guest room enter the lobby for check in/out. A laminated copy of the Mendocino County Health & Safety Guidelines will also be placed in each guest room and sanitized in between stays.*
2. Describe the PPE you will provide to your employees and guests. *Employees will be provided with masks, gloves, safety glasses and aprons. Guests will be provided with disposable masks, gloves and hand sanitizer if needed.*
3. Describe your plans for training employees and temporary workers on the use of PPE; disinfection; sanitation and other cleaning techniques. *Employees will be trained on these issues during ongoing staff meetings and individual follow-up, and will receive bilingual paper copies of the Cleaning + Disinfecting Training provided by the California Hotel & Lodging Association and based on CDC guidelines.*
4. Describe your plans for protecting your employees’ health. *Employees will engage in on-going training regarding how COVID-19 spreads, safety practices to avoid contracting COVID-19, symptoms to watch for and monitor, and cleaning/disinfecting protocols including frequent sanitizing of all common touch areas. Employees will take and record their temperature at the beginning of each shift. Housekeeping staff will wait until the following day after checkout before entering a guest room for cleaning. Rooms will be cleaned with open windows and doors for ventilation. Employees will not enter a guest room during the time it is occupied. All employees will wear masks, maintain social distancing of 6 feet, and wear gloves, safety glasses and aprons as needed. During check in/out, guest room keys will be sanitized, as will any objects used during check in/out, such as pens and credit card processors.*
5. Describe your plans for protecting the health of guests. *Guests will be asked to wear a mask and maintain social distancing when not in their guest room. Room keys will be sanitized before being handed to guests, as will all other objects used during check in/out. Guest rooms will be cleaned and sanitized in accordance with CDC standards. Signage will be in place reminding guests of health and safety protocols. Breakfast service will be provided as a carry out service in ‘to go’ containers.*
6. Describe how you will prevent crowds gathering at your facility. *Lobby area will be used only for check in/out and only one representative per guest room will be allowed in the lobby for this purpose. Outdoor deck seating will be spaced to maintain a minimum of 6 feet between individuals. Seating on the deck is limited. As needed, staff will remind guests that gatherings are not allowed.*
7. Describe how you will enforce physical distancing at your facility. *Only one representative from each guest room will be allowed in the lobby for check in/out. Distancing demarcation will be placed on lobby floor. Outdoor seating will be appropriately spaced and minimized. As needed, staff will request guests increase physical distancing. Occupancy will be limited to 75%.*
8. Describe the payment methods you will use (contactless is preferred). *Guests will be encouraged to use their booking credit card for payment to allow for contactless service. Otherwise, credit card transactions will requested.*
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. *On-site contact is Laura Cover 707-207-6665.*
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? *Reservations may be made online via the property website, by phone, or by email.*
11. Describe the limit on the number of guests permitted in each room, unit, or vacation rental (regardless of size). *Eleven of the Wildflower’s fourteen rooms have an occupancy limit of 2; the remaining three rooms have an occupancy limit of 4.*
12. Describe the occupancy limitations for your hotel or vacation rental. *Occupancy will be limited to 11 of 14 rooms for 75% occupancy maximum.*
13. How many hours are necessary between separate room or unit occupancies on your property? *A minimum of 24 hours will be required between guest check out and new guest check in.*

14. Describe the signed agreement you have with guests regarding compliance with County of Mendocino Public Health Orders. *This agreement will appear on our online system for reservations. For guests who book by phone we provide the information by email and require their agreement in order to stay:*

*COVID-19 Policy & Agreement*

*As required by Mendocino County health orders, all guests staying in our rooms agree to comply with the operative Mendocino County health orders (****[https://www.mendocinocounty.org/community/novel-coronavirus/health-order](https://www.mendocinocounty.org/community/novel-coronavirus/health-order" \t "_blank)****) and, in the event a guest is determined by a medical professional to require isolation or quarantine for COVID-19, to comply with any and all isolation/quarantine orders and contract tracing required by Mendocino County public health authorities. In the event that a guest without primary residence in Mendocino County is determined by a medical professional to require isolation and/or quarantine for COVID-19 during their stay, Wildflower agrees to provide space for the guest for isolation and quarantine purposes and the guest agrees to reimburse the Wildflower costs of housing at its current daily lodging rate, plus food and basic essential need costs without recourse against Mendocino County or the Wildflower. For guests who maintain primary residence in Mendocino County or at such other location as Public Health determines would be safe to travel, Public Health will authorize their return home for isolation and/or quarantine purposes.* **By completing this reservation, you are agreeing to the protocols above.**

15. In the event your facility has a guest who contracts Covid-19, what are your plans for quarantine and isolation? *As per our Covid-19 Policy & Agreement:* *In the event that a guest without primary residence in Mendocino County is determined by a medical professional to require isolation and/or quarantine for COVID-19 during their stay, Wildflower agrees to provide space for the guest for isolation and quarantine purposes and the guest agrees to reimburse the Wildflower costs of housing at its current daily lodging rate, plus food and basic essential need costs without recourse against Mendocino County or the Wildflower.*

16. If your property has a sauna, hot tub or steam room, is it operational? *This does not apply to our property.*