



COVID19 Business Specific Health & Safety Form

TRANSIENT LODGING

NOTE: In order to self-certify compliance at 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 June 12, 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](#), the [County of Mendocino Public Health Order dated June 19, 2020](#) and the [County of Mendocino Facial Coverings Order dated June 19](#) [HYPERLINK](#)

["https://www.mendocinocounty.org/home/showdocument?id=36270"](https://www.mendocinocounty.org/home/showdocument?id=36270), [HYPERLINK](#) ["https://www.mendocinocounty.org/home/showdocument?id=36270"](https://www.mendocinocounty.org/home/showdocument?id=36270) 2020. A health and safety plan is required to operate.

- Describe the type of signage you will have and locations. *Signs directing visitors to the cabin for self check-in will be posted at the parking area. There will also be signs in the cabin stating that it is necessary to wear a face mask when entering local businesses and encouraging physical distancing when out on public trails and beaches.*
- Describe the PPE you will provide to your employees and guests. *We do not have any employees, but we will wear face masks and use hand sanitizer when cleaning the cabin. Soap and hand sanitizer will be provided for guests.*
- Describe your plans for training employees and temporary workers on the use of PPE; disinfection; sanitation and other cleaning techniques. *This is an entirely family run and operated rental and we will familiarize ourselves with current CDC, state and local guidelines.*

- Describe your plans for protecting your employees' health. *We will wear face masks and regularly wash our hands when cleaning the cabin; we will encourage self check-in to minimize contact between ourselves and the guests. We will leave the cabin empty for 24 hours before entering it after a guest has left.*
- Describe your plans for protecting the health of guests. *We will properly clean and disinfect the space and provide hand sanitizer and soap. There will be a minimum of 48 hours between guests.*
- Describe how you will prevent crowds gathering at your facility. *Only one cabin will be available on our property. A second adjacent cabin will be available for larger families in the same household, with a maximum number of seven guests.*
- Describe how you will enforce physical distancing at your facility. *The cabin is self sufficient and we will encourage communication via phone and text.*
- Describe the payment methods you will use (contactless is preferred). *Payment will be accepted online via credit card.*
- 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. *Jennifer Ketring, (707)-353-0143, jennifer@windyhollowfarmca.com. Lives on-site.*
- Reservations are required. What are your methods for taking reservations and appointments? *Via HipCamp.*
- Describe the limit on the number of guests permitted in each room, unit, or vacation rental (regardless of size). *The primary cabin has space for four guests, with a secondary cabin available for three extra guests (seven maximum total).*
- Describe the occupancy limitations for your hotel or vacation rental. *Two day minimum and*

two week maximum.

- How many hours are necessary between separate room or unit occupancies on your property? *A minimum of 48 hours between occupancies, 24 hours before we clean and then another 24 hours after cleaning.*
- Describe the signed agreement you have with guests regarding compliance with County of Mendocino Public Health Orders. *Guests will receive a written agreement with their reservation confirmation and a copy of the agreement will be provided in the cabin upon their arrival.*
- In the event your facility has a guest who contracts Covid-19, what are your plans for quarantine and isolation? *Our family will self quarantine for the required two weeks and the cabin(s) will be closed.*
- If your property has a sauna, hot tub or steam room, is it operational? *There is no sauna, hot tub or steam room available.*

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