☑ CHECKLIST FOR WEDDING VENUES

Wedding venues and the services required to conduct weddings may operate. Outdoor venues should be used when possible. Weddings held inside a facility other than a church are limited to 75% of the total listed occupancy of the facility. Employees and contractors of the wedding venue are not counted towards the 75% occupancy limitation. All employees and customers must wear a face covering (over the nose and mouth) wherever it is not feasible to maintain six feet of social distancing from another individual not in the same household.

The following are the minimum recommended health protocols for weddings in Texas. Wedding venues may adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all Texans.

We know now that the virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Wedding venues should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization. Wedding venues should also be mindful of federal and state employment and disability laws, workplace safety standards, and accessibility standards to address the needs of both workers and customers.

Health protocols for serving your attendees:

- ☐ Strongly encourage the at-risk population[1] to watch or participate in the service remotely.
- ☐ Designate an area inside the venue reserved for the at-risk population.
- ☐ Ensure proper spacing between attendees:
  - ☐ For wedding venues that configure seating arrangements which are not in rows, ensure at least 6 feet of separation between other groups. No tables of more than 10 people.
  - ☐ For wedding venues that configure seating arrangements in rows, maintain at least two empty seats (or six feet separation) between groups in any row, except as follows:
    - Two or more members of the same household can sit adjacent to one another, with two seats (or six feet separation) empty on either side.
    - Two individuals who are not members of the same household but who are attending together can sit adjacent to one another, with two seats (or six feet separation) empty on either side.
      - Alternate rows between patrons (every other row left empty), as appropriate.
  - ☐ Any other method to provide at least six feet of separation between groups of up to 10 individuals who attend the wedding venue together.

[1] At-risk population are those who are 65 or older, especially those with chronic lung disease; moderate to severe asthma; chronic heart disease; severe obesity; diabetes; chronic kidney disease undergoing dialysis; liver disease; or weakened immune system

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Health protocols for your employees, contractors, and volunteers:

- ☐ Train all employees, contractors, and volunteers on appropriate cleaning and disinfection, hand hygiene, and respiratory etiquette.
- ☐ Screen employees, contractors, and volunteers before coming into the church, congregation, or place of worship:
  - ☐ Send home any employee, contractor, or volunteer who has any of the following new or worsening signs or symptoms of possible COVID-19:
    - Cough
    - Shortness of breath or difficulty breathing
    - Chills
    - Repeated shaking with chills
    - Muscle pain
    - Headache
    - Sore throat
    - Loss of taste or smell
    - Diarrhea
    - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
    - Known close contact with a person who is lab confirmed to have COVID-19
  - ☐ Do not allow employees, contractors, or volunteers with new or worsening signs or symptoms listed above to return to work until:
    - In the case of an employee, contractor, or volunteer who was diagnosed with COVID-19, the individual may return to work when all three of the following criteria are met: at least 3 days (72 hours) have passed *since recovery* (resolution of fever without the use of fever-reducing medications); and the individual has *improvement* in symptoms (e.g., cough, shortness of breath); and at least 10 days have passed *since symptoms first appeared*; or
    - In the case of an employee, contractor, or volunteer who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above; or
    - If the employee, contractor, or volunteer has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual must obtain a medical professional's note clearing the individual for return based on an alternative diagnosis.
  - ☐ Do not allow an employee, contractor, or volunteer with known close contact to a person who is lab-confirmed to have COVID-19 to return to work until the end of the 14 day self-quarantine period from the last date of exposure (with an exception granted for healthcare workers and critical infrastructure workers).
- ☐ Have employees, contractors, and volunteers wash or sanitize their hands upon entering.

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- ☐ Have employees, contractors, and volunteers maintain at least 6 feet separation from other individuals. If such distancing is not feasible, then other measures including hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.

Health protocols for your facilities:

- ☐ Regularly and frequently clean and disinfect any regularly touched surfaces, such as doorknobs, tables, chairs, and restrooms.
- ☐ Disinfect seats before and after services.
- ☐ Disinfect any items that come into contact with attendees.
- ☐ Make hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant readily available.
- ☐ Consider placing readily visible signage to remind everyone of best hygiene practices.
- ☐ For wedding venues with more than 10 employees and/or contractors present at one time, consider having an individual wholly or partially dedicated to ensuring the health protocols adopted by the venue are being successfully implemented and followed.