

## Meet Safely with Prestige

It's time for companies to regroup and begin their in-person meetings and events again. While things look different than before, there are plenty of ways to host your meeting with Prestige and feel confident that you're keeping your employees safe and comfortable. Below are some quick answers to some of the top questions you may have; please ask us for more thorough details if needed.

### 1. How large is my meeting or event allowed to be?

Step Three of the Province's COVID Restart Plan came into effect on July 1, 2021 and limits all indoor public events and gatherings to 50 attendees, plus hotel staff, or 50% of a venue's capacity (accordingly to the venue's fire capacity) - whichever is greater. Outdoor events are permitted to have up to 5,000 patrons or 50% capacity of the venue's capacity, whichever is greater. Example: If an indoor banquet room can typically accommodate 200 people, you are allowed to have 100 people attend the event. However, you must utilize 100% of the space's size; guests/tables cannot all be placed in one half of the room.

### 2. Do we have to socially distance at our meeting or event?

Yes - physical distancing is still required. Tables must be set two meters apart. In the event that guests must line up to enter the room or at the buffet table or bar, physical distancing is also required. No mingling between tables is permitted, and guests must sit in their assigned seat unless getting up to use the washroom, access the buffet or bar, or assist another guest.

### 3. Do I have to ask my guests to pre-register or provide contact information?

No - contact tracing is no longer required.

### 4. What other measures will Prestige have in place to ensure our safety?

Signage will be placed throughout the room to communicate rules to guests, hand sanitizer will be readily available, staff will be wearing masks, washrooms will be well stocked and frequently cleaned, and buffet and bar tables will be sanitized frequently. Physical distancing will be monitored and enforced by hotel staff throughout the event.

### 5. What am I responsible for as the event organizer?

You and your support team must monitor the crowd for physical distancing, advise those who are ill not allowed to attend, and ensure that only invited guests attend the meeting/event.

### 6. Are we allowed to have entertainment, guest speakers, or a dance?

Guest speakers and entertainers are permitted as long as they do not exceed the maximum number of attendees. Dancing is not allowed.

### 7. What are we allowed to have in terms of food and beverage services?

Prestige locations are pleased to offer a variety of meal options for your event, and self-serve buffet stations and walk-up bar service is now permitted in Step Three.

### 8. What protocols will Prestige follow to ensure safe food and beverage practices?

Hand sanitizers will be within easy reach, food service will follow required protocols, and high touch surfaces will be frequently sanitized. Hotel staff including kitchen and serving staff will be required to wear a mask at all times.

### 9. Will Prestige allow other company's events or meetings to be held at the same time as ours?

If there are one or more meeting spaces in a building, we are permitted to host multiple events at once however strict protocols will be in place including no contact amongst the groups and maximum capacities will be in place for each separate event. The venue spaces will be thoroughly cleaned for each event.

### 10. Does Prestige have audio visual equipment available so we can have guests attend virtually?

Yes - our properties are equipped with screens, projectors, microphones, and speakers to ensure that you can connect with guests virtually from anywhere in the world. Premium WiFi is also provided.

Note: This document is accurate to the best of our knowledge as of July 1, 2021. Protocols are subject to Provincial Health Orders which may be extended or updated. Please be assured that Prestige takes the health and safety of our guests very seriously. We look forward to working with you to plan your next successful meeting or event. Please let us know if you have any further questions, comments, or would like a copy of our Communicable Disease Prevent Plan for Events.