

## COVID19 Opening Plan

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### Summary

Creative Studio Guam is dedicated to ensuring that our employees and guests are safe during this pandemic period while visiting our premises and photoshoot venues. Below is an overview of our plan for keeping everyone who visits Creative Studio in doing their part in preventing the spread of COVID19. We will ensure this by promoting social distancing, sanitization procedures, and educating all visitors on how they can do their part. Additional safety procedures normally required by Creative Studio will still be in effect.

### Occupancy, Signage, and Enforcement

1. Number of people allowed inside each location kept at the percentage of the regular limit as required while by the government.
2. Posting signage showing locations for handwashing stations, hand sanitizers, and other sanitizer supplies available for use.
3. Posting signage at all locations reminding staff and guests on COVID19 safety and other educational material.
4. Single point of entrance for all locations to accommodate screening and maintain occupancy limit.
5. Entrance to Creative Studio prohibited if you have flu like symptoms or have a temperature at or above 100°F.

### General Customer Practices

1. All guests must wear masks unless in situations deemed allowable to remove such as eating, drinking, and photo sessions. Masks must be worn again at any other time.
2. Hand washing and/or sanitization products required to be used when entering locations and frequent use to be encouraged while on site.

3. Any flu like symptoms such as coughing, or fever must be reported, and guests are encouraged to rest at their hotel or home.
4. Floor markings to assist with social distance while in waiting areas in front of doors and other entrances.
5. All photoshoots require pre-arrangement of guest attendance in advance before coming to site.

### Salon (Hair, Make, Photoshoots)

1. Staff to maintain social distancing except when unable to (such as fitting or hair and make).
2. Customers to be educated on additional safety requirements related to COVID19.
3. Staff to sanitize hair and make equipment before every customer session.
4. Frequently used surfaces like briefing tables and door knobs to be sanitized frequently.
5. Staff may use additional protection such as face shields when close contact cannot be avoided.

### Chapels & Other Venues (Photoshoots)

1. Masks and temperature checks required at all locations.
2. Masks may be removed by the guests only during the wedding ceremony, reception while eating, and photoshoot. They must be worn again at all other times.
3. Photographers and videographers to avoid close contact by maintaining 6 feet distance when possible.
4. Hand sanitizer use required when entering the location.
5. Special performances by guests must meet social distancing guidelines.
6. No shared props will be allowed for special requests and performances.
7. Cleaning and sanitation to occur before each customer session.