**2021 GSAE Annual Meeting, June 2-4, Chattanooga, TN Safety Policies (as of 4/9/2021)**

The safety of our meeting attendees is paramount. We are taking the following precautions, adhering to current state of Tennessee ([2.26.2021](https://publications.tnsosfiles.com/pub/execorders/exec-orders-lee77.pdf)) requirements and following [CDC recommendations and checklists](https://www.cdc.gov/coronavirus/2019-ncov/downloads/community/COVID19-events-gatherings-readiness-and-planning-tool.pdf).

**Acknowledgement of Enhanced Safety and Health Measures:**Registration and attendance at, or participation in, GSAE's in person events constitutes an agreement by the registrant to abide by GSAE's and the host property's efforts to comply with current CDC recommendations (and any state of Georgia requirements) and to engage in certain health-and-safety-beneficial conduct while attending the event as requested by GSAE (including wearing a mask, engaging in appropriate physical distancing, not attending the event if feeling sick or showing certain symptoms). Thanks to GSAE speaker and attorney Jeff Tenenbaum, Esq. who shared a [***helpful article***](https://www.tenenbaumlegal.com/articles/liability-waivers-for-association-meeting-attendees-in-the-era-of-covid-19/) regarding attendee waivers.

**GSAE Guidelines and Precautions**

General Attendee

* All attendees are encouraged to bring their own masks and hand sanitizer for their personal preference.
* GSAE will provide attendees with a SWAG bag containing paper masks, hand sanitizer and sponsor materials. No handouts/materials will be present on breakout or meal tables.
* GSAE has a touchless thermometer and oximeter at registration.

Meal Functions

* Meal functions will have food stations and be served cafeteria style with hotel attendants (attendees (partitions and sneeze guards will be present).
* Breakfast and lunch stations will be identical.
* Coffee stations will be staffed by hotel.
* Breakouts will have staggered dismissals to lunch.
* Break food & beverage will be “take and go”
* Transportation vehicles to Wednesday’s reception will run at reduced capacity. A walking route will also be available if preferred.

Meeting Spaces

* Meeting spaces will be set to encourage social distancing, including reduced exhibitors per break.
* Water stations are not available due to current recommendations. Bottled water will be available during breaks.

Misc./Other

* Silent Auction is digital and mobile bidding only thanks to our partner, Expo Auctions
* Pay the Pig donations to benefit the [Tennessee River Gorge Trust](https://www.trgt.org/about-the-trust) is through the GSAE event app.

**General Hotel Cleanliness**

As of April 9 (<https://www.thereadhousehotel.com/covid-19/>)

* **Per a City of Chattanooga ordinance and GSAE – all guests and employees are required to wear face masks in the public areas of the hotel.**
* Bell services are suspended to limit person-to-person contact. Guests are responsible for transporting luggage unless special assistance is needed.
* Common areas and entry points are disinfected at least once per hour.
* All guest rooms are cleaned and thoroughly sanitized between every stay.
* Employees CANNOT enter guest rooms for the duration of any guest’s stay, with the exception of requested maintenance personnel.
* Turndown service are suspended to minimize in-room contact.
* Elevator occupancy should not exceed 4 people unless traveling within the same family.
* The fitness room is open. Equipment will be disinfected every hour, but guests are encouraged to wipe and disinfect equipment after every use.
* The pool is open, however social distancing is encouraged. The pool deck and chairs will be frequently disinfected by hotel staff.

Additional Hotel Guidelines

* Hotel staff have wellness and temperature checks upon arrival
* Touchless hand sanitizer stations are located around the hotel
* Stairs are available from lobby to general session/breakouts.
* Procedures are in place, including quarantine and hospital access, if there is a confirmed and/or suspected COVID-19 case.
* Valet service is available with unlimited in and our privileges.
* Self-parking is available at the Citi Park Garage located on Chestnut Street. Average charge is $12 each exit.

Guest Rooms

* Touch and go for in-room dining and any room needs (extra towels, etc. will be left outside room per above guidelines)
* No housekeeping during guest stay.
* Coffee makers and fridges remain in guest rooms.
* Check-in is 3:00 pm and check-out is 11:00 am. Early check-in and late check-out will be *extremely* limited, as housekeeping requires additional time to clean rooms in-between guests.

Hotel Restaurant Guidelines

* Per a City of Chattanooga ordinance and GSAE – all guests are required to wear face masks unless actively eating or drinking.
* Drinkware and cutlery will be thoroughly sanitized and stored.
* All food & beverage staff are required to wear masks at all times.

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