

ALLDocs 2020 Commitment to Safety

Safety Briefing as of July 23, 2020



Montage Deer Valley Peace of Mind Commitment: The Montage is prioritizing guest health and safety by implementing their peace of mind commitment, which outlines an enhanced prescriptive Health & Safety protocol program that was designed in collaboration with guidance from the Centers for Disease Control and Prevention (CDC) as well as from leading experts in their respective fields. Please peruse their full commitment at your leisure: <https://www.montagehotels.com/deervalley/health-safety-protocols/>

Snow Country Limo Travel Precautions: For all instances where group transportation is being provided, Snow Country Limo will be our transportation vendor. They have outlined their standards through collaboration with the CDC, WHO and the Summit and Salt Lake County Health departments. These procedures will be implemented by them for every transfer provided. Note the verbiage about vehicle sharing is only applicable to individual car transfers and does not apply to motor coach group transfers. Please peruse their full commitment at your leisure: <https://snowcountrylimo.com/covid19-travel-update/>

ALLDocs 2020 Commitment to Safety Initiative: Each aspect of the meeting is outlined below with respect to what specific health and safety measures will be in play at each function.

Travel

- Health kit to be sent via mail to all attendees pre-trip with safety related travel essentials (mask, sanitizer, gloves, wipes)

Arrival & Check-In

- Hand sanitizing stations throughout Montage & meeting space
- No handshake policy
- Sanitization of key touchpoints (such as door handles) during peak periods and regularly throughout the event
- Crowd controls to enforce social distancing while checking in
- Staff will be masked and gloved
- Partial registration outdoors (weather permitting) to limit backlog & crowding indoors
- New "On Demand" badge printing to allow minimal handling of badges by staff
- Bottled beverages offered rather than typical cafe beverage break
- Digital Thermometers for temp checks upon arrival
- Use of rope & stanchions and floor stickers to avoid crowds at registration desk
- Particulate level air filtration system throughout hotel
- Complementary health kit in sleeping rooms (includes mask, wipes, and sanitizer, Picture Adjacent)
- Staff health certifications including temperature verifications and health assessments daily



Meals

- Plexiglass at buffet stations (to be confirmed by hotel)
- Attendants serving buffets versus self-serve to reduce contamination of serving utensils
- Serving utensils refreshed every 15 minutes

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- Table side coffee service OR coffee attendant in place of all self-serve coffee bars
- Tray pass wine and beer to alleviate crowding at bars
- Placement of buffets away from common areas when possible
- Hand sanitizing stations throughout Montage & meeting space
- Sanitization of key touchpoints (such as door handles) during peak periods and regularly throughout the event
- Frequent meeting space cleaning and sanitization
- Lower seating capacity per table to allow additional distance

Welcome Reception

- Masks required (at this time) indoors or where social distancing is not feasible
- No handshake policy
- Fully outdoor event
- Hand sanitizing stations throughout
- Frequent sanitization of key touchpoints throughout the event
- Crowd controls to enforce social distancing
- Use of rope, stanchions and floor stickers to avoid crowds
- Plexiglass at buffet stations (to be confirmed by hotel)
- Attendants serving buffets versus self-serve to reduce contamination of serving utensils
- Serving utensils refreshed every 15 minutes
- Tray pass wine and beer to alleviate crowding at bars

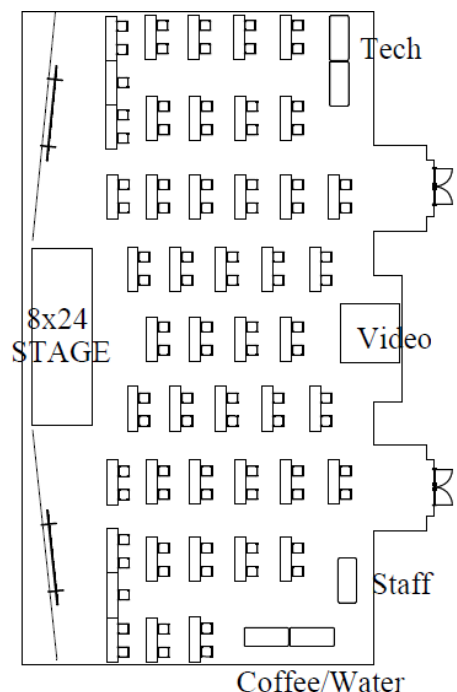
General Session (Pictured Adjacent)

- Masks required (at this time)
- No handshake policy
- Sanitized pad and pen at each place setting
- Digital Thermometers for temp checks every AM upon entering GS
- Electronic meeting materials through ALLDocs App
- Distanced QR code scanning for COPE credit to avoid crowding
- Electronic sign in & out versus paper passport
- Hand sanitizing stations & sanitation wipes throughout Montage & meeting space
- Sanitization of key touchpoints regularly using latest cleanliness technologies including the use of electrostatic sprayers, UV wands and devices
- Table side coffee service OR coffee attendant in place of all self serve coffee bars
- Particulate level air filtration systems throughout the hotel



General Session Room Set (Pictured Adjacent)

- Seating for 72-90 depending attendance
- Socially distant seating arrangement



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- Offering dedicated overflow live feed room to allow for maximum social distancing should there be individuals who aren't comfortable with modified social distancing options in main general session
- Social distancing safety signage in areas of heavy traffic

Olympic Park Experience

- Mask required on group transportation, indoors or where social distancing is not feasible
- Fully outdoor event
- Hand sanitizing stations throughout
- Frequent sanitization of key touchpoints throughout the event
- Attendants serving buffets versus self-serve to reduce contamination of serving utensils

Spouse Activities

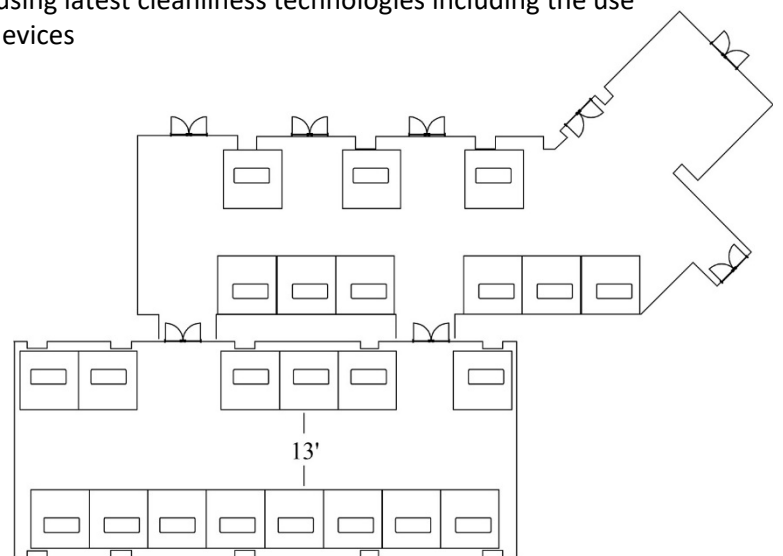
- Mask required on group transportation, indoors or where social distancing is not feasible
- Outdoor events whenever possible including activities
- Hand sanitizing stations throughout
- Activities will follow social distancing protocols
- Reduced activity capacities to limit group size

Sponsor Fair

- Masks required
- No handshake policy
- Use of rope, stanchions and floor stickers to avoid crowding
- Particulate level air filtration systems throughout the hotel
- Hand sanitizing stations throughout
- Plexiglass at buffet stations (to be confirmed by hotel)
- Attendants serving buffets versus self-serve to reduce contamination of serving utensils
- Serving utensils refreshed every 15 minutes
- Tray pass wine and beer to alleviate crowding at bars
- Sanitization of key touchpoints regularly using latest cleanliness technologies including the use of electrostatic sprayers, UV wands and devices
- Working on a touchless passport solution

Sponsor Fair Room Set (Pictured Adjacent)

- Increased exhibit booth size (typically 6x6) to allow for adequate distance during interactions (moving to either 8x10 or 10x10 depending on total sponsors present)
- Food to be located outside of exhibit space, allowing spread of booths, food, and bars over greater amount of space
- Hand sanitizing stations throughout



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OneSight Sale

- Masks required
- Gloves required for all shoppers and staff
- Frame sanitation wipes throughout sale
- New assigned shopping times for all attendees to limit crowding in sale
- Increased sale staffing to increase frequency of sanitation of merchandise and space
- Updated frame try on policy – shopper is required to wipe any frame they try on. Sale staff to assist shoppers whenever possible with this as well.
- Particulate level air filtration systems throughout the hotel
- Sale checkout outdoors weather permitting to avoid indoor crowding at checkout
- Use of rope & stanchions and floor stickers to avoid crowds
- Added additional sale day and time to accommodate less crowding and still allow adequate shopping time

Gala Dinner (Pictured Adjacent)

- Outdoor cocktail party
- Tray pass wine and beer throughout to alleviate crowding at bars, table side wine & beer options during dinner service to limit moving traffic
- Hand sanitizing stations throughout
- Sanitization of key touchpoints regularly throughout the event
- Gala to be held in grand foyer rather than ballroom for increased air flow
- Particulate level air filtration systems throughout the hotel
- Elimination of dance floor
- After dinner outdoor patio entertainment option
- Modified seating arrangement to allow for social distancing

