



Memo

To: Recipient Name
From: General Services – CSR
cc: Eliza Davis
Date: Date
Re: Tribal Government Facility and Equipment COVID safety procedures

Due to the COVID-19 pandemic the Tulalip Tribes has established safety measures for our buildings to provide a healthy environment for our staff, tribal members and guests.

The Tulalip Tribes has slowly increased services while enforcing safety measures and monitoring for cases of COVID. The General Services division is making some adjustments to our facility rentals to ensure the health and safety of all.

A part of the adjustments being made is initiating a nonrefundable COVID surcharge as stated below in accordance with policy.

III. *Deposit and Usage Fee Required (per policy)*

k.) Fees and deposits are subject to change

ADDITIONAL FEE: The nonrefundable usage fee for all facilities per rental request: \$200 COVID-19 SURCHARGE.

In addition, renters that do not adhere to Tulalip Tribes COVID-19 procedures will forfeit their Damage Deposit refund.

In accordance with Tulalip Tribes, phased reopening plan all renters shall abide by the phase the tribe is currently operating in.

Currently Tulalip is operating under phase 3; facility rentals will adhere to this phase

- Take protective measures when in public
 - This includes wearing mask inside rental facilities
 - Social distancing advised during event
- Indoor gatherings of 50 or less people
 - Gathering size will be monitored to ensure Tulalip is taking responsible precautions for preventing a COVID outbreak with in our community.

Please see attached Tulalip Tribes phased reopening plan for additional precautions.

NOTE: This memo is in addition to what is already required of renters per policy. We are taking great measures to ensure the health and safety of the Tulalip people and community.

Rentals are subject to change in accordance with phased reopening plan. Rescheduling, relocating, or cancellation of reservations may be necessary due to community related events or activities.

Renter's Signature Date

Staff Signature Date