

March 25, 2021

Social Gatherings

Carnivals, Festivals, Bingos, Roast, Banquets, Feeds and Other Related Activities

Please adhere to these protocols, restrictions and safety guidelines:

1. All necessary permits and licenses required by the State, County and local authorities **must** be secured. It is the location's responsibility to thoroughly investigate those permits and licenses which are required by the venue, dependent on the nature of the event.
2. A copy of all required permits and licenses must be submitted to the archdiocese's Office of Risk Management prior to the commencement of the event. Failure to submit and have these permits on file with the Office of Risk Management could adversely impact the application of insurance coverage to the location, should a claim be made against the location as a result of hosting the event.
3. The location must adhere to all requirements and regulations prescribed by the various regulatory agencies to include but not limited to all food handling, preparation and serving; crowd sizes; social distancing; masking; health and sanitization standards; securing of information for contact tracing; or any other obligations which are part of the regulations and guidance issued by these authorities to ensure the event is held safely.
4. Ensure that the location is positioned through favorable contracts with vendors and suppliers to limit any financial losses should the event have to be cancelled or postponed due to COVID-19 outbreaks in the community.
5. Provide to all volunteers clear instructions on measures required to protect themselves from contracting COVID-19 and a signed acknowledgement they understand the risk of potentially being exposed to and contracting COVID-19 while volunteering at the events.
6. All volunteers must be trained on and understand their roles and responsibilities relative to ensuring adherence to and enforcement of all requirements and regulations prescribed in item 3 above.

It is essential that if your location is not in a position to meet and fully comply with the above requirements, your location should forego hosting such an event until our communities are further along in recovery from the pandemic.