

SELECT SAFE.

SELECT REGISTRY
— 2020 —

- Contactless check-in/check-out/payment is available as an option for guests.
- Keyless entry or hand sanitizer station at guest entrances.
- All guest keys sterilized between guests.
- Hand sanitizer stations (minimum of 60% alcohol content) are provided in high traffic guest areas, with signage requesting guests to employ frequent hand washing and/or hand sanitizing practices.
- If requiring guests to wear masks or gloves on property, relevant items are provided to guests.
- A spray bottle of disinfectant or individually wrapped disinfectant wipes are provided in guest rooms (if possible).
- Multi use bottles are disinfected between guest stays.
- Multi-use/unnecessary items and amenities are removed from guest rooms.
- Housekeeping/staff do not enter guest rooms during a stay, unless by special request.
- Room service, if available, is provided via contactless pickup/delivery protocols. All items are either disposable or sanitized after use. Outside food delivery personnel are restricted to lobby/entrance area.
- Food and beverage service is amended to eliminate shared items and buffet service. Guests are given the option to dine in the guest room where possible. Dining room tables are spaced to allow for social distancing guidelines.
- Common area seating areas are arranged to accommodate for safe distancing between guests of different parties and/or guest numbers in common areas are limited to allow for social distancing measures.
- If offered, complimentary snacks and beverages are individually wrapped, served in a fashion that prevents unnecessary touching. All "reach-in" food containers have been eliminated.
- The property website communicates increased cleanliness and safety protocols being used on property, as well as expectations that guests will stay home if unwell and employ safe social distancing on property.
- Signage is posted in guest access areas communicating COVID-19 symptoms and enhanced safety protocols found on property.
- Employees are educated on COVID-19 prevention measures and all new operational procedures.
- Employees have been educated on proper hand cleaning practices and wash hands hourly, before and after each shift, and as per normal handwashing guidelines.
- Employees wear appropriate PPE according to state or local regulations and are trained on proper use and disposal of PPE. Masks and gloves are provided to employees when appropriate/required.
- Housekeepers are required to wear masks and gloves.
- Temperatures of employees are checked (not recorded) and employees with a confirmed temperature of 100.4°F or above will not be allowed entry to the property.
- Signage related to COVID-19 prevention measures is posted in staff areas.
- The frequency of cleaning/sanitizing in high traffic guest areas and high traffic back of house areas is increased, with the use of CDC/EPA approved cleaning agents and an emphasis on high touch surfaces.
- Cleaning and sanitizing protocols that are in accordance with current CDC guidelines are in place to clean guest rooms, with extra attention placed on high touch items.
- Measures are in place for clean rooms not to be entered between guests.
- All bed linens and laundry are washed according to current CDC guidelines between each guest stay, and dirty laundry is bagged in the guest room to prevent cross contamination during transport to laundry facilities. All unnecessary linens (decorative blankets/pillows, etc) are removed from guest rooms.
- Rooms are left empty for 24-72 hours between guest stays or prior to staff entrance when possible.
- Shared employee tools and equipment are sanitized during and after each shift or anytime the equipment is transferred to a new employee.
- The use of shared food and beverage equipment, including shared coffee/tea service, has been discontinued.
- In the event of a presumptive case of COVID-19 the affected guest room shall be removed from service and quarantined. The guest room shall not be returned to service until undergoing an enhanced cleaning and disinfecting utilizing EPA approved products within CDC guidelines.
- Increased frequency of air filter replacement and HVAC system cleaning to enhance air exchange.

By signing below, I certify all information provided in this document is true and correct to the best of my knowledge.

Name: Daniel G. Darugh Job Title: owner
Property Name and Address: Beechwood Inn LLC

Please return this checklist to Select Registry to receive badges, images and other promotional materials included in the "Stay Safe, Stay Select" program.

Select Registry

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Email: bestpractices@selectregistry.com

*Developed in accordance with guidelines published by AHLA, CHLA, US Travel, and the CDC.

