



*****PLEASE READ CAREFULLY BEFORE ENTERING BUILDING*****

Due to COVID-19, the following practices are requested of all visitors to Town Hall until further notice:

1. Please do not come into the building if you have any COVID-19 related symptoms (listed below)
2. Please sanitize your hands before entering if you have sanitizer readily available
3. Please keep a distance of 6 or more feet away from employees
4. Please step back 6 feet after you hand employees documents
5. Please use a cell phone if hearing from 6 feet is difficult
6. Please use yellow “Please Wait Here” stickers on the floor where applicable
7. Please wear a facemask unless you have a medical condition
8. Please keep 6 feet distance between you and other visitors
9. Please only enter the building if you have business in Town Hall
10. Please do not touch any surfaces unnecessarily
11. Please exit the building as soon as you have completed your transaction at Town Hall (do not linger for phone calls, casually speak with employees, speak with other visitors, etc.)

Socially distancing is key to stopping the spread of COVID-19

COVID-19 Symptoms

- Cough
- Shortness of breath/difficulty breathing
- Fever (100°F+)
- Chills
- Muscle pains
- Sore Throat
- Loss of taste or smell
- Nausea