



ABRIDGED PTR COVID-19 RISK MITIGATION & RESPONSE PLAN

(effective April 30, 2020)

At Party Time Rentals in accordance with the CDC, OSHA, Federal, State, City, and County regulations and recommendations, we're taking the threat of COVID-19 seriously. This document provides an overview of the precautions we're taking to help keep both our team, and our customers, safe.

EMPLOYEE MEASURES:

- Wearing company-provided cloth masks and single use gloves while handling inventory and during deliveries and pickups;
- Cleaning and disinfecting rental inventory and high touch surfaces;
- Observing proper hand hygiene, respiratory etiquette, and social distancing;
- Monitoring & Reporting Procedures for Symptoms and Temperature.

SHOWROOM VISITS, CUSTOMER PICKUPS & RETURNS, AND DELIVERY:

- Temporarily reduced hours of operation: M-F 9am-4pm
- Showroom visits by appointment only, and limited number of guests
- Customers are encouraged to social distance (at least 6ft where possible), and we suggest that guests wear masks
- Showroom guests will be provided access to sinks, soap, hand sanitizer, and, upon request, single use gloves
- Contactless Customer Pickups and Returns
- Contactless/Curbside Delivery
- Cleaning and Disinfecting commonly touched delivery-vehicle surfaces at the beginning and end of each shift

INVENTORY:

At Party Time, we're focused on and committed to washing and sanitizing all of our inventory, as appropriate to the material type and in accordance with known recommendations.

*Our full COVID-19 Risk Mitigation & Response Plan is available online at <https://www.partytimerentals.com/covid-19/>, or upon request. For more information or specific questions, please contact an Executive Team member. amanda@partytimerentals.com
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