



COVID-19 Addendum for City of Manassas Facility Rentals

The City of Manassas is committed to the safety and wellbeing of our employees, volunteers, and the public. To this extent, we will be following the Centers for Disease Control and Prevention (CDC) and [Virginia State Guidelines](#) for social distancing practices in order to reduce the spread of COVID-19. This requires our staff and volunteers to maintain at least a six (6) foot distance from others, and wear cloth face coverings when necessary. These same procedures will be required for those renting City of Manassas Facilities, in order to limit exposure to staff and members of the public.

This addendum is required for any facility rental through the Parks, Culture & Recreation division of the City of Manassas. Any organization or individual renting or responsible for the events and activities outlined in their Rental Application (“Permittee”) must consistently stay in compliance with the following requirements:

- Permittee will require all of their staff, vendors, volunteers, and attendees to fully comply with CDC, VDH, and Executive Orders or “Best Practice” recommendations.
- Permittee will be responsible for limiting attendance, managing social distancing guidelines, upholding mask requirements, and any other “best practices” as described in current Public Health Emergency Phase Guidelines.
- Permittee will post any necessary signage detailing the requirements of participants entering the designated rental area during their event.
- Permittee will provide any necessary supplies, utilities, or guidance to meet the aforementioned requirements without City of Manassas personnel assistance.
- Permittee must be in accordance with any written or verbal instruction given by City of Manassas personnel prior to or during their event.

By signing below, you agree to the above requirements. If a permittee is found to be out of compliance, they will be asked to leave their designated rental area and immediately terminate their event without an opportunity for refund or rescheduling.

Permittee’s Printed Name

Date of Acknowledgement

Permittee’s Signature

Date of Event