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## March 13, 2020

Considering the increased concerns of the Coronavirus, we would like to reassure our guests we are working hard to **MAINTAIN** our kitchen and outside venues as safe as possible. We understand that as a food establishment we must uphold a high level of cleanliness and food handling standards.

Our communities, staff, and guests' health is our top priority. In addition to our normal daily cleaning we have also increased our focus on more detailed and frequent sanitizing, utilizing both Clorox Wipes and Bleach/ Water solutions on "High Touch" surfaces:

- Doors, door handles, and door glass.
- Computers, tablets and phones.
- Bathrooms and bathroom fixtures.
- Counter tops.
- Light switches.
- Trash cans.
- Kitchen equipment.
- Delivery vans, steering wheels, dashboards, controls, doors and windows.

### Employees are required to:

- Wash/sanitize hands frequently
- Wear gloves
- Follow daily and weekly cleaning procedures.
- Stay home if experiencing FLU-like symptoms.

In addition to the above standards of cleanliness we are working with clients to eliminate all "self-serve" stations including appetizers, buffets and desserts. Properly gloved staff will handle all service to guests in any group setting.

We Thank you for putting your trust in John Serock Catering. This is an unprecedented event that our country and the world is dealing with, and we are adding additional measures as more information becomes available.

Please reach out with any concerns.

John Serock