



## A Note to Our Clients & Partners about COVID-19 from Area Manager Phil Heidt

At this time when the news is dominated by Coronavirus, I wanted to personally reach out and let you know that we are vigilantly following our current FDA mandated protocols and have added additional measures. The safety of our customers and employees is always our top priority.

### **What we are doing to ensure the health and safety of our employees:**

- Our Safety & Security Team is continually monitoring the situation and has been providing our employees with updated tips and guidance from the [CDC](#) and local health authorities on healthy work place habits.
- As always, we are taking steps to ensure the welfare of our employees. This includes instructing employees who feel ill to stay home and consult their healthcare providers.
- We have hand sanitizer stations throughout our warehouse locations and delivery vehicles readily available for our employees to use.
- As an extra safety precaution, we have mandated the use of surgical gloves for all operational employees while carrying out their daily duties.

We also have rigorous procedures in place to ensure the quality, sanitation and cleanliness for all equipment and products. We have highlighted our Cleaning & Sanitation Procedures below:

***Dishware:*** All our dish, flatware, glass and serving item cleaning processes incorporate equipment that utilizes water temperature in excess of 180 degrees Fahrenheit, the water temperature incorporated with our dish cleaning solution exceeds the current [FDA Food Code](#). After this process the product and equipment are immediately packaged for storage.

***Linen & Fabrics:*** Like that of our Dishware process, the combination of detergent, high water temperature and length of wash cycle, exceeds the FDA Food Code. Immediately after this sanitization process the fabrics are wrapped or hung & bagged for storage and available for rent.



**Tents:** Similar to both our Dish and Linen processes, CORT Party Rental uses cleaning equipment that utilizes the combination of a detergent and high temperature water to ensure the cleanliness of our tenting equipment.

**General Equipment:** We wipe down the surfaces of our general equipment items (which includes tables, chairs, bars, shelving, and any touch points) with an all-purpose cleaner, followed by the application of a spray sanitizing solution. The sanitizer is then allowed to air dry on the surface, in accordance with the manufacturer recommendations, prior to making the equipment available for rental.

In addition we are closely monitoring the [CDC](#) and [World Health Organization](#) for ongoing updates and will continue to adjust and advance our practices as recommended.

We understand the impact this is having across the event industry and we are committed to working with you in these turbulent times. We look forward to serving you and truly appreciate the trust you place in our team and our company.

*Phil Heidt*

Phil Heidt  
Area Manager  
CORT Party Rental