

## Exeter Area Chamber of Commerce Office Reopening Procedures

**The health and safety of our staff, Chamber members and the community is our highest priority.** We are following town, state and federal guidelines for reopening and look forward to welcoming visitors when we are able to do so with safety protocols in place to reduce the risk of exposure to COVID 19.

**The Chamber Office will open to the public with limited hours (10am-2pm, Monday-Thursday) that will be posted on the website and office door- which will remain locked.** Please continue to use our website: [www.exeterarea.org](http://www.exeterarea.org), or contact Chamber staff by phone or email. Meetings will be held virtually as much as possible. If an in person meeting is required and/or if someone needs to enter the Chamber Office, please call 603-772-2411 to set up an appointment. Universal guidelines will be followed to mitigate the risk of exposure to COVID 19.

Based on the recommendation of the Town's Health Officer, the office will have a maximum capacity of 4 people.

- If visitors need additional information during the Chamber's hours of operation (**10am-2pm, Monday-Thursday**), staff will be available either through ringing the doorbell or calling the number posted there.
- If a guest needs to come in the office, they will need to self attest to screening questions posted on the door.
- Once inside the office, we request:
  - use of hand sanitizer
  - wearing face masks
  - adhering to social distancing

We are committed to our mission of supporting business and building community in the Exeter Area. We will continue to monitor the situation and adjust these guidelines as needed based on the latest available public health data and recommendations.

Please visit the Chamber's website for additional information, guidelines and resources for businesses and the community.