



RADISSON PLAZA HOTEL & SUITES  
KALAMAZOO · MICHIGAN

# SAFE SPACE 2020

At Radisson Plaza Hotel & Suites, the health and wellbeing of our guests and staff is our number one priority.

We're committed to taking the necessary steps and precautions to provide a safe environment during your stay and event.

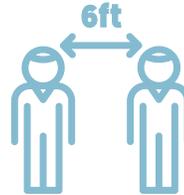
Find more detailed information on our commitment to safe and clean meeting spaces on the next page.



Staff Safety  
Commitment



Valued  
Guests



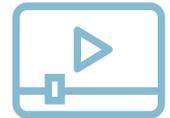
Social Distancing  
Plan



Food & Beverage  
Policies



Disinfection &  
Sanitation



Hybrid Event  
Options



### Are you concerned about traveling?

COVID-19 has changed the way we travel and meet and has redefined the rules of the events industry. In response to this, we're adjusting our daily operations. Together as a team we've reviewed our existing health and safety processes and developed a new safety protocol. This in-depth cleanliness and disinfection protocol is designed to ensure your safety and peace of mind from check-in to check-out.

# OUR COMMITMENT TO SAFE AND CLEAN MEETING SPACES



## STAFF SAFETY COMMITMENT

**We can't commit to your safety without first committing to the safety of our team.**

That's why we're requiring our team to complete a symptom checker prior to reporting to duty, as well as taking the time to provide a comprehensive re-education on all SOPs impacting our environment, requiring all staff to wear appropriate PPE based on individual roles, and last but not least, requiring all staff to follow strict hand washing protocols.



## VALUED GUESTS

**Your health and wellness is our number one priority, but we need your help in keeping a clean and safe environment.**

When you visit us, we ask that you practice social distancing whenever possible, wear masks or facial coverings while in public spaces, wash or sanitize hands prior to and after visiting event spaces, and utilize texting for questions or requests to limit the amount of person-to-person interaction. Together, we can make this a safe space.



## DISINFECTION & SANITATION

**In times like these, it's even more essential to use the right kind of products.**

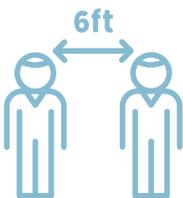
That's why our cleaning products meet EPA guidelines and are approved for use and effective against viruses, bacteria and other airborne and bloodborne pathogens. Plus, we've installed alcohol-based hand sanitizer stations throughout meeting and event space, eliminated reusable items wherever possible, placed a "disinfect box" in meeting rooms for reusable items to be disinfected post event, are following meeting space cleaning and sanitation protocols, and utilizing an electrostatic sprayer nightly to disinfect meeting and public spaces.



## FOOD & BEVERAGE POLICIES

**What's an event without delicious food?**

All food and beverages will be served according to strict safety procedures. We will be offering plated food service, prepackaged items, and staffed beverage breaks, suspending all buffet and self-serve food and beverage breaks, and suspending all family style service items.



## SOCIAL DISTANCING PLAN

**Get social while staying safe when you follow our social distancing protocols.**

While on property, we're asking all guests to stay 6 feet apart whenever possible. We've developed a new social distancing capacity chart for each meeting space to ensure there is enough space to stay at a social distance. Spaces can also be customized for group needs, while also following any applicable Michigan and Federal Government Laws and Executive Orders.



## HYBRID EVENT OPTIONS

We're here to work with you which is why we're now offering audio visual solutions for hybrid and virtual events!