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2021 Stettler Trade Show Guidance- COVID-19

General Show Guidance

- All attendees must follow CMOH Orders 05-2020 and 28-2020, which establish legal requirements for quarantine and isolation.
 - Anyone with symptoms of COVID-19; with a history of international travel in the last 14 days; or a close contact with a confirmed case of COVID-19 in the past 14 days must remain at home.
- Staff, vendors and volunteers will be required to complete a virtual COVID-19 screening prior to attending the show each day. It is encouraged to download the ABTraceTogether app.
- All guests and attendees will be required to complete a screening questionnaire upon entry; leaving their name and full contact details for contact tracing purposes. Guests are encouraged to download the ABTraceTogether app.
- Face coverings will be mandatory by all attendees, vendors, staff, and guests.
- COVID-19 protocol signage will be included at both the entrance and exit points as well as at various locations throughout the show including social distancing signage on the floor space.
- Barriers will be created between patrons and workers and/or 2 metres (6 feet) distancing between staff/volunteers and guests will be maintained at all times.
- Preferred entry and exit points will be designated with emergency exits clearly marked.
- Traffic flow for guests will be in a single direction.
- Increased sanitization will be implemented throughout the show by offering an increased number of sanitization stations, more frequent cleaning by in house staff, and continual disinfection of vendor spaces between visitors. Maintenance and cleaning logs along with an inventory of supplies will be kept.
- Additional safety measures will be in place to prevent the spread of infection based on the guidance for retail businesses. Additional safety protocols may include but are not limited to:
 - All staff and volunteers performing frequent hand hygiene
 - Provision of hand sanitizer with at least 60% alcohol content for all patrons and workers to use as they enter and exit
 - Preventing attendees from gathering at any point within the show
- Contactless payment options for admissions will be recommended with sanitization of pin pads and other touch points completed between guest transactions.

- Vendor space has been reduced to almost 50% of the original show with each booth situated a minimum of 2 metres (6 feet) from each other to provide appropriate physical distancing.
- Entertainment has been eliminated from the show.
- A rapid response plan will be prepared and communicated to all staff, security and vendors in the case someone requires to be in immediate isolation.
- A single dedicated contact will be on site with a direct phone number to immediately address all concerns during the show.
- Increased security will be included to confirm all guidance is being implemented and followed.

Vendor Guidance

- All attendees must follow CMOH Orders 05-2020 and 28-2020, which establish legal requirements for quarantine and isolation.
 - Anyone with symptoms of COVID-19; with a history of international travel in the last 14 days; or with close contact with a confirmed case of COVID-19 in the past 14 days must remain at home.
- Face coverings will be mandatory by all attendees, vendors, staff, and guests.
- Vendors will be required to complete a virtual COVID-19 screening prior to attending the show each day. Vendors are also encouraged to download the ABTraceTogether app.
- Vendors are required to create barriers between patrons and workers and/or maintain 2 metres (6 feet) distancing between vendors and guests at all times. Vendor spaces that offer guest access will require layouts that allow appropriate distancing and incorporate preferred entry and exit points.
- Each vendor space will be considered its own place of business and is legally obligated to put measures in place that prevent the spread of infection based on the guidance for retail businesses. Additional safety protocols are recommended to be put in place which may include but are not limited to:
 - Performing frequent hand hygiene
 - Providing hand sanitizer with at least 60% alcohol content for patrons and workers to use as they enter and exit vendor space
 - Preventing customers from gathering
 - Discouraging customers from handling products and self-testing items
 - Frequent washing and sanitizing of items between users including payment pin pads. Electronics and interactive displays that are unable to be cleaned and sanitized between users should be operated exclusively by the vendor.
- Vendors are requested to minimize handouts and/or giveaways.
- Food and food service providers are required to follow all Food Regulations and guidelines for Restaurants, Café's, Pubs and Bars.
- Sample items and food and drink products will be required to be individually packaged and handed directly to attendees rather than self-serve.
- Contactless payment options will be recommended for use by the vendors. Return policies will be required to be updated and provided to consumers prior to purchase.

- Vendor loading and unloading times will be scheduled by appointment only and staggered.
- Vendors are to confirm communication of the show's rapid response plan to all staff, security and volunteers in the case someone requires to be in immediate isolation.

Guest Guidance

- All attendees must follow CMOH Orders 05-2020 and 28-2020, which establish legal requirements for quarantine and isolation.
 - Anyone with symptoms of COVID-19; with a history of international travel in the last 14 days; or with close contact with a confirmed case of COVID-19 in the past 14 days must remain at home.
- Face coverings will be mandatory by all attendees, vendors, staff, and guests.
- All guests will be required to complete a screening questionnaire upon entry leaving their name and full contact details for contact tracing purposes. We also encourage all attendees to download the ABTraceTogether app.
- Attendance will be limited to follow the requirements of Alberta Health Services at the time of the show and appointed times will be implemented if necessary, to limit the number of people in the show at any one time.
- Patrons may enter with members of their household only. A person who lives alone may enter with the one or two other people with whom they regularly interact.
- Additional safety protocols may include but are not limited to:
 - All attendees performing frequent hand hygiene
 - Maintaining a steady traffic flow to eliminate areas of gathering
 - Reducing handling of products and self-testing of items
- Dedicated hours will be implemented to allow safe participation of vulnerable populations.

Derived from Government of Alberta Guidance Documents:

1. August 2020 Trade Shows and Exhibiting Events
2. September 2020 Farmer's Markets and Public Markets
3. November 2020 Indoor Events