



WEDDING PROTOCOLS AND GUIDELINES FOR COVID-19

Until otherwise indicated by the Alys Beach Leadership Team, our wedding venues, the Beach, Central Park, Kelly Green, Gulf Green and Red Loggia* will allow for a maximum headcount of 80 persons attending the event. Recommendations by the State of Florida influence decision-making but does not guarantee an adjustment of the guidelines. Please find the protocols for events and weddings below, noting that they have been carefully structured to ensure the safety of wedding and event guests as well as that of Alys Beach employees, our Professional Partners and vendors.

- ✦ *The Red Loggia will currently permit 36 persons for a seated dinner, only.
- ✦ As a courtesy, we will have an Alys Beach events team member present for the duration of the ceremony rehearsal to help manage social safety protocols.
- ✦ Alys Beach will provide social distancing signage for the ceremony rehearsal. Note that the client is welcome to provide their own branded social distancing signage if preferred. Verbiage must be approved by your Alys Beach wedding manager at least two weeks prior to the wedding weekend.
- ✦ Only members of the wedding party who have active roles in the ceremony may attend the rehearsal; i.e. wedding party, family involved in the processional, readers, officiant, etc. Vendors may attend rehearsal if necessary; the guidelines in place for vendors on wedding day also apply for ceremony rehearsal.
- ✦ All ceremony chairs must be placed in pairs of two, spaced 6-feet apart, regardless of guest relations.
- ✦ At the conclusion of the ceremony, our wedding coordinators will dismiss guests from their ceremony seating row by row in an effort to help with social distancing for the event.
- ✦ Our Elopement venues, the Beach, Arboleda Park, and Palmera Park, will allow for up to 15 persons, inclusive of the wedding couple. This will be in effect for the remainder of 2021.
- ✦ Weddings may either have a plated dinner or stations. All stations must be staff-attended and tables must be dismissed one by one.
- ✦ The passing of food items and/or favors will be permitted.
- ✦ Bars will not be permitted at weddings. Coordinating table side beverage service with your catering team will be required and catering staff will serve guests at their respective tables during the reception.
- ✦ We encourage the serving of a welcome beverage for guests upon arrival at the reception venue.



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- ✦ Toasts and speeches are permitted; the microphone must be disinfected between each use by band, DJ and/or whomever has provided the microphone.
- ✦ Announcement of the Wedding Couple is permitted, as well as the first dance and the traditional parental dances.
- ✦ Formal introductions of the wedding party during reception will not be permitted nor will Grand Exits.
- ✦ Reception/dining tables must be spaced 6-feet apart and may not exceed 6 guests per table. An assigned seat for every guest will be required and the seating assignments must be distributed to guests prior to the wedding day.
- ✦ Mini lounges of no more than 6 seats at each lounge will be permitted and we encourage each reception to have at least 4 sets of mini lounge areas spaced throughout the venue.
- ✦ Dance floors or, designated dance space, in front of the band or DJ are not permitted. We encourage guests to dance individually around their tables.
- ✦ A minimum of a 10-foot, uninterrupted gap between the table closest to the stage and the stage front will be required.
- ✦ The band and/or DJ are not required to wear face coverings while performing. The band and/or DJ are required to wear face coverings during set-up and break-down if another vendor team, a wedding guest, an Alys Beach guest or an Alys Beach employee is also present.
- ✦ Photobooths are permitted. However, props cannot be present at the photobooth and a photobooth attendant is required to manage the station and must follow vendor guidelines. A maximum of 4 guests are permitted in the photobooth at a time. We discourage the forming of lines and Alys Beach will provide social distancing signage. Similar rules will apply to any other forms of entertainment; please ask your Alys Beach wedding manager for specifics.
- ✦ Hand sanitizing stations are required at the event venues being utilized (ceremony and/or reception) for guest and vendor use. Sanitizing stations will be provided by Alys Beach.
- ✦ The restrooms provided will be single-stall, and a 'one in, one out' policy will be enforced. Alys Beach Housekeeping will be on-site at the ceremony and/or reception venue to sanitize the restrooms after each use.
- ✦ Alys Beach will provide appropriate social distancing signage at the ceremony and/or reception venue. Note that the client is welcome to provide their own branded social distancing signage with approval of verbiage from your Alys Beach wedding manager 2 weeks in advance of the wedding weekend.
- ✦ A shot list must be submitted to your Alys Beach wedding manager at least one week prior to the wedding date and must include the photo locations and a list of guests for each photo/grouping.
- ✦ Only those who are in the requested photo grouping, per the photographer, can be at the shoot location; i.e. only the bridal party should be at the photo location when taking bridal party shots, only the family should be on-site for family photos, and so forth. Spectators will not be permitted in an effort to discourage unnecessary gathering.
- ✦ Group photos are allowed with the following guidelines:
 - ✦ Large group shots must be coordinated with and approved by your wedding manager prior to the wedding weekend and submitted with the shot list.



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- It is recommended that a large group shot is taken post-ceremony whilst guests remain in their designated ceremony seats; the wedding couple may either remain at the altar for the photo or may recess down the aisle. The photographer will direct the guests and wedding couple; we encourage this to be planned for in advance and noted on the shot list.
- All vendors are required to have their temperature checked upon arrival to Alys Beach and must wear face coverings upon entry to property/the venue. Vendors may remove face coverings if their team is the only team at the venue site.
- Should we record a vendor with a fever/elevated temperature of 100 degrees or higher, they will be asked to leave property for the remainder of the day.
- Should there be two or more vendor teams on-site at the venue at the same time, all vendor team members must wear their face coverings. This also applies if the vendor team is joined at the venue site by any guest (Alys Beach guest or wedding guest) or Alys Beach employee, in which case all vendor team members and/or Alys Beach employees must wear their face coverings.
- Prior to each event date, we require a waiver to be signed by all vendors, their staff, the wedding clients, as well as the wedding guests in attendance of the ceremony and/or reception that releases EBSCO/Alys Beach from any liability should any guests or vendors become ill with COVID-19 after attending the wedding.
- All Alys Beach employees are required to wear facial coverings and have their temperature checked.

Please know that these guidelines have been thoughtfully designed for the purpose of prioritizing the safety of our wedding clients and your guests and vendors, as well as that of our homeowners, vacation guests, and Alys Beach team members who may also be on property at the time of your events. Please be mindful to follow these guidelines while you are on property. Let's come together in our efforts to ensure a safe and healthy environment for your celebration.

I have read and agree to the above guidelines.

Signature

Date