

# ORPHEUM THEATER FLAGSTAFF COVID-SAFE REOPENING GUIDE

	PHASE 1		PHASE 2	
	IA	1B	2A	2B
CDC GUIDELINES	<ul style="list-style-type: none"> <li>- Strict social distancing guidelines</li> <li>- Groups of 10 or less</li> <li>- Minimize non-essential travel</li> </ul>		<ul style="list-style-type: none"> <li>- Moderate social distancing guidelines</li> <li>- Groups of 50 or less</li> <li>- Travel permitted</li> </ul>	
VIRTUAL EVENTS	<ul style="list-style-type: none"> <li>- At Home with The Orpheum Theater Live Streams for public viewing</li> <li>- Virtual Film Showcases</li> <li>- Webcast Rentals to help Local Organizations connect with the Community Virtually</li> </ul>	<ul style="list-style-type: none"> <li>- At Home with The Orpheum Theater Live Streams for public viewing</li> <li>- Virtual Film Showcases</li> <li>- Webcast Rentals to help Local Organizations connect with the Community Virtually</li> </ul>	<ul style="list-style-type: none"> <li>- At Home with The Orpheum Theater Live Streams for public viewing</li> <li>- Virtual Film Showcases</li> <li>- Webcast Rentals to help Local Organizations connect with the Community Virtually</li> </ul>	
OUTDOOR LIVE EVENTS		<ul style="list-style-type: none"> <li>- Laugh It Off: Outdoor Comedy Shows. Groups of no more than 4.</li> <li>- Under the Stars with The Orpheum Theater: Outdoor Live Music. Groups of no more than 4.</li> </ul>	<ul style="list-style-type: none"> <li>- Laugh It Off: Outdoor Comedy Shows</li> <li>- Under the Stars with The Orpheum Theater: Outdoor Live Music</li> </ul>	
INDOOR LIVE EVENTS			<ul style="list-style-type: none"> <li>- At Home with The Orpheum Theater In-person Attendees. No more than 50 guests.</li> </ul>	



SUSAN WALTER  
GENERAL MANAGER

15 W. ASPEN AVE.  
FLAGSTAFF, AZ 86001

O: (928) 556-1580

SUSAN.ORPHEUM@GMAIL.COM

## PHASE 1A: VIRTUAL EVENTS

Production of live stream concerts with minimal staff and limited band members.

- Capacity Management - No attendees allowed on premises
- Limited to 5 Staff and 6 Talent Members
- Mandatory Mask Protocol for all personnel on site
- Separate Entrance/ Exit for Staff and Talent
- Talent Limited to the Stage and Back Load-in Areas
- Social Distancing Protocols
- Reduced Touch Points
- Health & Cleanliness Protocols for Employees & Talent
- Production Department COVID Protocols

## PHASE 1B: VIRTUAL & OUTDOOR EVENTS

While we will continue our 'At Home with The Orpheum Theater' concert live streams, we will introduce 'Under the Stars with The Orpheum Theater' a series of limited-ticket, outdoor concerts.

These shows will be held outside on our private 55' x 45' lot off Beaver Street

- Capacity Management - 50 attendees
- Social Distancing Protocols
- Reduced Touch Points
- Health & Cleanliness Protocols for Employees & Public
- Beverage Operations
- Production Department COVID Protocols

### HEALTH & CLEANLINESS PROTOCOLS FOR EMPLOYEES

- All Employees will complete health checks and health logs on site.
- All Employees will be required to wear gloves and a mask covering over their mouth and nose at all times.
- All employees will practice social distancing when able.
- All employees will sign off on our reopening guide and revised employee policy and procedures handbook.

### HEALTH & CLEANLINESS PROTOCOLS FOR PUBLIC

- The public will be encouraged to perform their own health checks before they leave their home. Health checks will be enforced by staff and signage before entrance is permitted.
- Physical distancing will be enforced (stay at least 6 feet away from others).
- The public will be required to wear a face mask covering their mouth and nose in all areas of the venue, excluding their own personal pod.
- No smoking or vaping will be allowed on the premises.



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## INGRESS & EGRESS

Trained, Orpheum security staff will control and enforce the flow of attendees with one entrance, designated with "ENTRANCE ONLY" signage, through the Aspen Deli patio, and one exit, designated with "EXIT ONLY" signage, through the northwest corner of The Orpheum Theater lot.

## SAFETY ENFORCEMENT

Security staff will also be responsible for completing the following protocols for all attendees of outdoor events:

- Verbal health checks before entering the premises.
- Gloved searches of bags, with sanitization of gloves between searches and will sanitize gloves after each search.
- Wand only security checks – No pad downs.
- Covid -19 Safe protocol signage will be hung at all entrances and bathrooms.

Attendees will be seated and anchored at a designated table with their party.

The designated table/pod will be the attendees' "personal pod," set 8 - 10 feet apart from all other pods. All pods will be color coded to match attendees' wristbands.

- Individuals must wear mask at all times outside of their pod.
- Once inside their pod attendees may remove their masks at their own discretion.
- Drink service will be provided by bartenders in masks & gloves.
- Attendees must watch the entire event from their designated pod.
- All bathrooms will be metered and sanitized after each use.

The first row of pods will be 10 – 15 ft from the stage with a barricade to separate the production space from the public space.

Restrooms will be available and metered by the security team. No more than 1 attendee will be allowed in the bathroom at one time.

## REDUCED TOUCH POINTS

- Only e-tickets will be available for advance purchase. No box office pick up.
- Security staff will use no touch ticket scanners upon entrance.
- Touchless payment options will be provided.
- Beverages will only available by drink service to personal pods. Bar counters will be closed to the public.
- Touchless hand sanitizers will be placed around the parking lot for easy access.
- Comprehensive sanitization protocols will include frequent cleaning schedules of bathrooms, door handles, and frequently touched areas.
- The main venue will be closed to the public at this time.

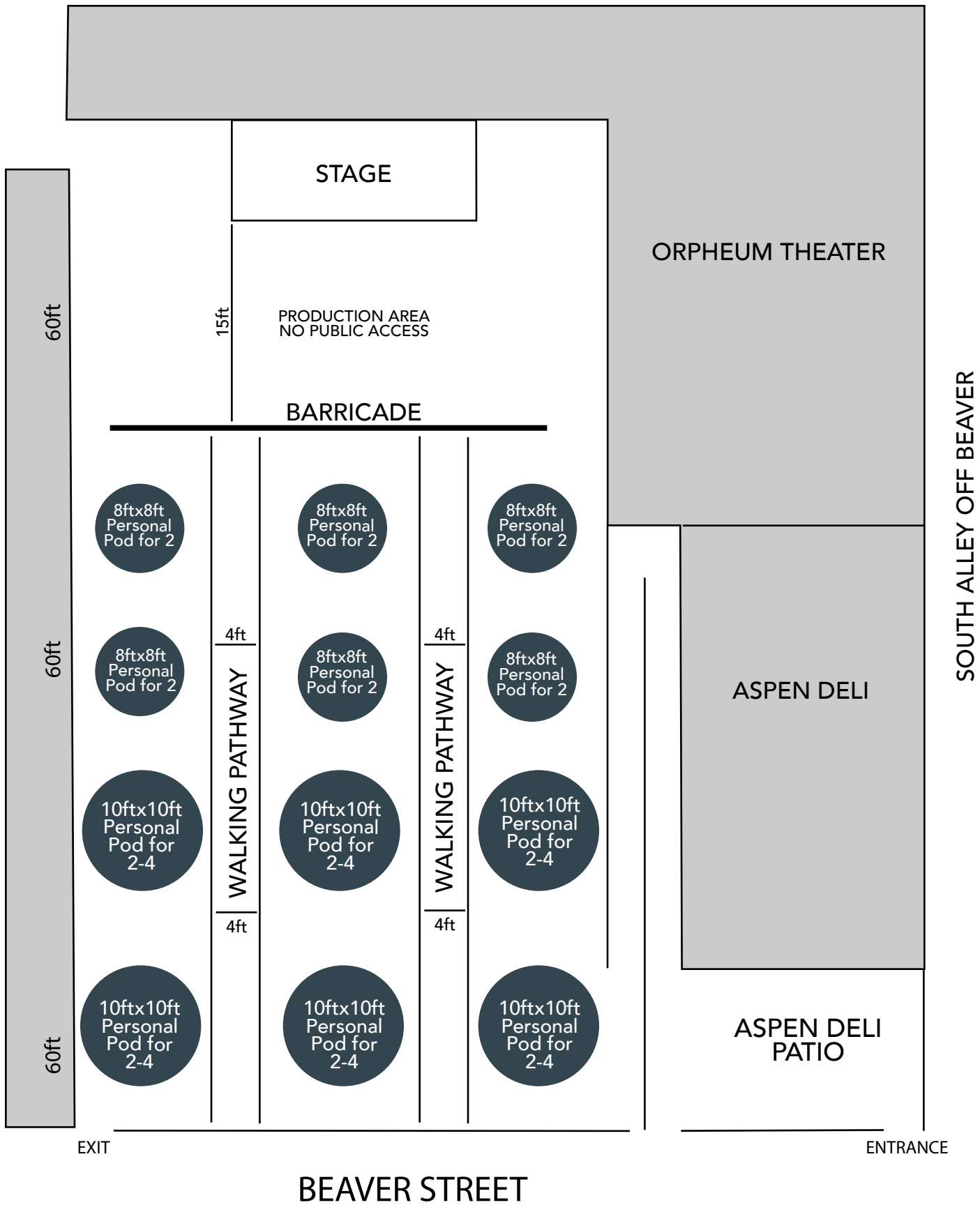


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## PHASE 2A: VIRTUAL, OUTDOOR & INDOOR WEBCAST EVENTS

We will begin to invite people into the theater to view the production of our 'At Home with The Orpheum Theater' concert webcasts. All safety protocols from Phases 1A and 1B will continue to be enforced.

- Capacity Management - 25 – 50 attendees. Strictly, no more than 50 attendees.
- Social Distancing Protocols
- Reduced Touch Points
- Health & Cleanliness Protocols for Employees & Public
- Beverage Operations
- Production Department COVID Protocols

A socially distanced line will be enforced with marks on the ground and by Orpheum staff to ensure 6ft distance between attendees entering the venue.

All attendees will be assigned a personal pod.

Attendees will be required to physically distance when not in their personal pod (staying at least 6 ft away from others). This will be enforced by staff and appropriate signage by all entrances, exits and throughout the venue.

A number of our General Admission areas will be closed to the public to discourage gathering with others.

## PHASE 3: FALL OPERATIONS (OCTOBER - DECEMBER)

- To be released mid-September 2020
- Protocols dependent on current CDC data, local community status and Arizona Government guidance.

## PHASE 4: WINTER 2021 OPERATIONS (JANUARY - MARCH)

- To be released mid-November 2020
- Protocols dependent on current CDC data, local community status and Arizona Government guidance.



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## ORPHEUM THEATER PRODUCTION DEPARTMENT COVID-SAFE PROTOCOLS FOR TALENT MANAGEMENT

- Talent access to the building is limited to the alley doors off Beaver Street.
- To limit touch points artist will be required to load in/out their own gear. The house crew will set up and load out our equipment (preferably not at same time) both trying not to touch anything that is not ours unnecessarily.
- Talent is limited to stage area and dance floor. Access beyond the first row of stationary seats is strictly prohibited.
- The upper green room will remain closed. Talent will only be allowed to utilize the lower green room and green room restroom. Access to employee office areas is strictly prohibited.
- The house will have sanitized the stage and all production areas prio to the arrival of the artists.
- The house will have sterilized vox mics available, but talent is also welcom to use their own.
- There will be bleach water as well as hand sanitizer, gloves and masks available on site.
- All house crew and artists will be required to wear gloves and masks at all times, excluding sound checks and performances.
- Social distancing and/or equipment sharing will be left to the artist's discretion during, and only during, their performance.
- Non-essential peronnel will not be allowed on the premises at this time. This includes family and friends of the talent and staff.



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