



# Port of Burlington Welcome Center

## Reopening Policies & Procedures Post COVID-19

The Port of Burlington Welcome Center has resumed operation as of Thursday, July 2, 2020. The team will continue to offer curbside pick-up for purchases and brochures.

**Welcome Center Hours:**  
**10 AM - 4 PM Daily**

### **PPE:**

- Masks are required for non-vaccinated visitors.
- Sneeze guards have been installed.
- Hand sanitizer placed throughout the facility.
- Maintain 6 feet social distancing at all times. Marks have been placed on the floor in front of the volunteer desk.

### **Cleaning Procedures:**

- Restrooms are cleaned each morning by the Port of Burlington custodial staff. Visitors will choose to use restrooms at own risk.
- Staff will wipe down all high touch surfaces on a regular basis. To include, but not limited to: door handles, counters, outside handicap ramp and step railings, breezeway doors
- The point of sale system is sanitized between each transaction.
- Staff will wipe down lower touch surfaces at the end of each day. To include, but not limited to: visitor computer, desks, computers, phones, tables and chairs.

### **Visitors:**

- At any one time the maximum capacity of visitors in the Welcome Center is 12 guests. Please limit your travel party to 4 in the Welcome Center at a time.
- It is requested that visitors do not linger within the facility for extended amounts of time.
- All visitors will be asked to "sign in" with their name, home state, and telephone number. This is for tracing purposes in case anyone was to be alerted they tested positive. Staff will record this information.
- It is requested that visitors only touch items they plan to take with them; including brochures and merchandise.

### **Visitor Amenities:**

- Coffee service suspended until further notice.
- Visitor computer suspended until further notice. Staff may use the machine to look up information for visitors.