



Montachusett Regional Vocational Technical School

Montachusett Reg. Vocational Technical School
1050 Westminster Street
Fitchburg, Massachusetts 01420-4696

978-345-9200 (Fitchburg Calling Area)
978-632-8889 (Gardner Calling Area)

To: Community Partner and Building Rental Lessee
From: Michael Gormley, Director of Facilities
Re: Building Rental and COVID-19 Mitigation Requirements

Dear Rental Customer,

We are pleased to associate with you and to support your program by providing you access to our facility as we value close relations with our community partners. Clearly, access to our facility has been limited for the past two years due to the concerns associated with large gatherings and the transmission of the COVID-19 virus. However, with the school's return to full capacity and the ongoing effort to support the return of community gatherings, we have made the decision to return to sharing our facilities. In addition, with the statewide and national shift in mitigation policies, many of our previous requirements have been updated or removed. Please be sure to read through the following and sign below indicating your understanding of these guidelines.

THE LESSEE IS RESPONSIBLE FOR MONITORING THE USE OF THE SPACE AS WELL AS THEIR GUESTS IN ORDER TO ENSURE COMPLIANCE WITH THESE RULES.

SOCIAL DISTANCING -

- At this time, the Monty Tech PAC and gymnasiums no longer have limited capacity rules and all seating areas may be utilized. Still, it is strongly encouraged that renters urge spectators to implement social distancing when possible as it helps reduce the possibility of transmission

CHECK IN PROCEDURE -

- No individual should be admitted if they are experiencing COVID-related symptoms, or is living in a household with anyone who is currently positive for COVID-19, waiting for COVID-19 test results, or has tested positive within 2 weeks.
- Hand Sanitizer must be made available at the entryway and around the venue.

MASKS -

- Based upon current state guidelines, the use of masks by spectators and guests is no longer required. However, due to the potential close proximity of spectators, the use of masks – especially for individuals who are unvaccinated – is strongly encouraged.
- Performers, emcees and dancers are not required to wear masks while performing on stage.

CONCESSIONS -

- Concessions may be sold to spectators. However, food and drink is expressly forbidden in the auditorium itself. Therefore, guests are encouraged to consume their food and drink in the lobby area. It is strongly recommended that, based on the size of your audience and weather conditions, spectators are encouraged to consume their food and drink outside under the auditorium overhang.

THIRD PARTY VENDORS -

- While lessees are allowed to sell their own merchandise, third party vendors are not allowed.

I, _____, **HAVE REVIEWED THE ABOVE RENTAL REQUIREMENTS**
(Lessee's Printed Name)

AND ACKNOWLEDGE THAT OUR ORGANIZATION _____
(Name of Lessee Organization)

IS RESPONSIBLE FOR MONITORING AND ENSURING COMPLIANCE WITH THESE GUIDELINES.

(Lessee Signature)

(Date of Signature)