

YOUR WELL-BEING IN OUR CARE

Guest and Vendor Guidelines for Events

The comfort, health and safety of our guests, partners and colleagues is of utmost importance to us. In response to the Covid-19 situation globally, the hotel has stepped up precautionary measures. We trust your understanding in this regard.

GUIDELINES FOR GUESTS

- Temperature checks for all guests.
- For strict hand hygiene, handwashing sinks are available at the hotel entrance.
- All guests must wear a face mask and this can only be removed inside the venue - we however recommend to wear the mask at all times.
- All guests need to register their details at the hotel entrance. This includes name, contact details and NIC number. Print and e-version of form are available.
- Signages will be displayed in key places to remind guests of precautionary measures that must be practiced.
- Guests must maintain social distancing of 1.5 metres at all times. A member of our Banquet Operations team will be appointed to monitor same.
- Hand sanitizer stations will be available for added protection.
- Cashew, mixture and bite service will be done on individual bowls/plates.
- An increased number of Food and Beverage counters will be placed to reduce guests crowding at one place.
- The buffet will be opened table number wise – with no more than 4 tables (24 guests) allowed at a time for one buffet line. This will be based on floor plan.
- All dishes will be served by hotel colleagues who will wear necessary protective gear such as gloves and masks.
- Trolley service of alcohol will be available.
- No more than 6 guests are allowed to use the restroom at a time.
- Based on the event requirement, the function room capacity will be determined by the hotel, adhering to social distancing requirements.
- All set ups to be discussed with hotel representative prior to the event and should be agreed based on the safety and hygiene standard set by hotel.
- Whilst gifts boxes are permitted, the hotel does not encourage same.
- Changing room: Two rooms will be allocated for the bride and groom after removing beds, as approximately 7-8 persons use a room (bridesmaids, make-up artists etc.)
- Dancing will not be permitted at the event.
- Social distancing must be maintained for group photographs.



GUIDELINES FOR VENDORS

- Temperature check will be done prior to issuing a visitor's pass.
- Face masks must be worn at all times within the hotel premises.
- No outside items which will have direct guest contact such as linen, chairs, cutlery, crockery etc. will be permitted. Only hotel items will be allowed for use.
- It is recommended to scale down wedding set ups in terms of decor/theme.