



# EVENT PLANNING DURING COVID-19

As a congregate living facility for seniors, the Grove Seniors Village Housing Cooperative Ltd. is required to fully comply with the requirements of Alberta Health to limit the spread of Covif-19. In order to ensure that our members remain within the law when planning events in the Village, this form must be completed and returned to the Village office for approval prior to the event and must be approved by the subcommittee of the Board established to authorize any event occurring on Village property.

Description of Event \_\_\_\_\_

Proposed Date of Event \_\_\_\_\_ Proposed Time (start/finish) \_\_\_\_\_

Proposed Location of event  Clubhouse  Patio  Our Park  Unit # \_\_\_\_  Common space \_\_\_\_\_

Will food be served?  yes  no \_\_\_\_\_ (initial compliance)

I/we have read and understood all Alberta Health food service requirements and will adhere to those requirements

Number of participants: Inside \_\_\_\_\_ Outside \_\_\_\_\_ # of non-members \_\_\_\_\_

Non-member attendance at Village events is discouraged, but may be considered e.g. a presenter, family member or entertainer. Please attach full information on such attendees and the reasons why their attendance is required.

Event Organizers : \_\_\_\_\_ Unit # : \_\_\_\_\_

\_\_\_\_\_ Unit # : \_\_\_\_\_

\_\_\_\_\_ Unit # : \_\_\_\_\_

All requirements as noted on <https://www.alberta.ca/protecting-residents-at-congregate-care-facilities.aspx> must be adhered to. I/we certify that we have reviewed all applicable requirements and accept full responsibility for the conduct of this event on Grove Seniors Village Housing Cooperative Ltd. property. We explicitly release the Grove Seniors Village, its officers and members from all liability whatsoever accruing from this event.

For contact tracing, we certify that all participants will have their names and unit numbers and any non-members names, addresses and phone numbers recorded.

\_\_\_\_\_  
Signature Signature Date

Approved by : \_\_\_\_\_  
Signature Signature

On behalf of the Board of the Grove Seniors Village Housing Cooperative Ltd. \_\_\_\_\_  
Date