



READ BEFORE ENTERING THIS OFFICE

VISITORS

Please read and be prepared to adhere to the following protocol.

- This door **will remain locked** during office hours. Be patient until someone sees you outside and lets you in.
- If we are already at our **capacity of ten (10) individuals** inside, you will need to wait outside until someone leaves. Please give space, as you wait your turn, to any other folks who are also waiting to get in.
- You will be asked a series of **health screening questions** to verify that it is safe for you to enter the building. If you answer YES to any of them, you will not be allowed inside.
- Do not **touch the door handle**. We will hold the door open for you.
- Anyone entering the building **must wear a mask**.
- Visitors are **not allowed to move past the front tables**. If you need something from another area of the office, we will get it for you.
- Practice **social distancing**.
- We ask that visitors **not touch anything** unnecessarily within the building.
- The **restroom will be closed** to visitors.
- As you exit the building, please **use hand sanitizer** before touching the door handle.

VOLUNTEERS

Please read and be prepared to adhere to the following protocol.

- Always wear a mask.
- Minimize what you touch.
- Practice social distancing.
- Use wash hands and use hand sanitizer often.
- Clean tables after use.

Note: No volunteers should show up to do work at headquarters without being previously scheduled to be here.

REASONS TO BE HERE

Commons reasons for visiting headquarters:

- Getting a yard sign, voter registration form or absentee ballot request form
- Picking up door hanger bag components
- Receiving a brief training on MiniVAN
- Picking up office-printed materials (must be arranged in advance)
- Getting a list and door hanger bag to do voter outreach
- Volunteering within headquarters

Note: All other needs should be fulfilled by phone or email until further notice.

QUESTIONS? CALL (336) 724-5941