



2020 Wilmington Boat Show
COVID-19 Response Plan

October 1, 2020

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The Wilmington Boat Show, October 9-11, 2020, presented by JBM & Associates is fully prepared to plan and operate a safe event for exhibitors and attendees while responsibly addressing and acting on restrictions and guidelines set forth by the CDC, the State of North Carolina, the City of Wilmington and other appropriate health and safety agencies.

This plan will continue to adapt and develop daily as the show dates approach based on the Governors response plans.

Additional materials will be created to advertise consumer requirements and restrictions. These will be prominently displayed on the show website, social media, signage at the entrance and throughout the show, as well as in Press Releases and other marketing materials.

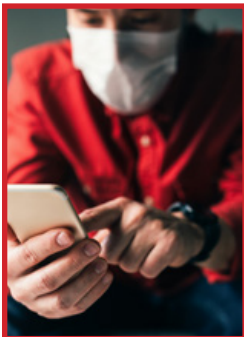
- This show is designed to be a Retail Shopping Venue for boat sales and marine products. There will be no VIP event, entertainment features, seminars, animal acts or areas for folks to congregate.
- A limited number of tickets will be available for “shopping windows” defined as two-hour arrival periods on a specific day of the show.
- Historical data confirms average length of stay at our Boat Shows is 2-3 hours. Without entertainment, seminars, etc. we anticipate most visits will be right around 2 hours.
- JBM will limit the number of attendees for each shopping window time period to arrive on each day.
 - Friday, 10/9: 12-2pm, 2-4pm and 4-6pm
 - Saturday, 10/10: 10a-12p, 12-2p, 2-4p & 4-6p
 - Sunday, 10/11: 10a-12p, 12-2p, 2-5p

- Re-entry to the show on the same day will be prohibited. Once a consumer leaves on any given day, they are done for that day.
- Advertising will announce that all tickets must be purchased online in advance. There will not be an on-site Box Office. We will have an automated kiosk for anyone who was not able to purchase tickets via their phone/ computer, but this will be a last resort and will not be promoted. Again, someone can only gain access if appointments are still available for that time period.
- When scheduling their arrival time online in advance, consumers will be required to accept a COVID Liability Waiver:

I acknowledge that I am aware of inherent risks involved with attending a public event. I voluntarily agree to assume those risks. I release and hold harmless JBM & Associates, LLC, Port City Marine, ASM Global and the City of Wilmington, NC, it's owners, officers employees, agents or other representatives from any and all claims related to COVID-19. I will not attend the event if I am have a fever, am feeling ill or believe that I may have been exposed to COVID-19.

- All attendees will be scanned into the show. Scanners will only allow entry to consumers arriving on the appropriate day and time.
- Exhibitors at the show will be limited to an appropriate number staffing their display based on the square footage.
- Each exhibitor will be expected to use the three W's of safety in your exhibit space. Wear a mask, Wash your hands & Wait 6 ft apart. Outside exhibits will be set up in zones to accommodate the gathering limit set forth by the governor of NC.

**ONLINE ONLY
TICKETS**

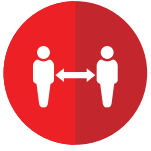


**SCHEDULED
ARRIVAL WINDOWS**



**SCANNED ENTRY
TO MONITOR FLOW**





PHYSICAL DISTANCING AND CONTACT

In addition to limited total number of people on the property at any given time, physical distancing will be carefully monitored. If lines form for restrooms, food concessions or to access any vendor displays, visual 6-foot spacing markers will be clearly visible on the ground. Signs will discourage physical contact, such as handshakes and embraces, and encourage alternative ways to greet business contacts and colleagues.

Distancing Etiquette:

- 6 feet minimum between non-related parties
- Avoid Physical Contact such as handshakes and embraces.
- One-way traffic flow through areas of the show recommended.



PERSONAL PROTECTION

All participants in the show and entering the show grounds will be required to wear personal protection equipment (PPE) as prescribed by CDC and Health Department regulations. As a private event, the guidelines always dictate the wearing of face coverings regardless if individuals are experiencing no symptoms.

- Allowable coverings include a cloth or approved face covering over nose and mouth or an approved clear plastic full-face shield.
- Anyone failing to do so will be asked by show staff or security to wear the covering. CDC- approved coverings will be available at show entrance for anyone without their own.



CLEANING AND DISINFECTING

Convention Center and Show Producers will undertake deep cleaning before, during, and after each show day to ensure the highest standards of hygiene and cleanliness. This includes daily cleaning with the Victory Electrostatic Sprayer, disinfecting sprays and continuous high-touch surface cleaning throughout each day of the shows. Our event staff will provide hand sanitizing stations throughout the event space, encouraging all participants to regularly wash and sanitize their hands. An abundant use of signs around the show will stress the importance of regular hand washing.

Show Closing & Nightly Cleaning

- Everyone is asked to leave 30 minutes after closing to allow for nightly cleaning and disinfecting.
- No after-hours events will be allowed on the show grounds this year.
- The show will close at 6:00 p.m. (5:00 p.m. on the final day).



FIRST AID

- Show will have on-site a qualified first aid responder.
- A separate quarantine area will be available
- Participants are asked not to attend if they are feeling unwell, and teams will follow local health authority guidance on detecting and managing anyone who displays symptoms of COVID-19.

EXHIBITOR SAFETY EXPECTATIONS:

- **COVID19 Safety Response Guidelines:** All exhibitors will be required to follow safety requirements outlined by the Wilmington Boat Show, Wilmington Convention Center and Port City Marina.
- **Masks:** ALL EXHIBITORS ARE REQUIRED TO WEAR A MASK AT ALL TIMES
 - Wilmington Convention Center Exhibitors – Wilmington Convention Center and the City of Wilmington will always require everyone inside the Convention Center and on the city property to include the Riverwalk to wear a mask.
 - Port City Marina, Pier and Boatyard Exhibitors – Wilmington Boat Show requires a mask be worn throughout the entire show.
 - Vendors will need to have extra masks available in their exhibit space
- **Temperature Checks:**
 - Exhibitors will be required to check in at show information each day for a temperature check. Temperature check will be performed to all exhibit staff at show information with touchless infrared thermometer each day.
 - Temperatures must be below CDC recommendations of 100.4 F (38.0 C) for entry to the show.
- **Cleaning:** Exhibitors must set up cleaning intervals: Deep clean exhibitor areas prior to the show start each day. Boats and hard surfaces to be disinfected routinely throughout the day.
- **Social Distancing:** Distancing Etiquette of 6 feet distancing required by non-family members. Avoid physical contact such as handshakes and embraces.
- **Hand cleansing:** All exhibitor booths and boats should be equipped with hand sanitizer and have procedures in place to minimize the number of people in each space.
- **Crowd control:** Maintain strict crowd control in all booth/boat spaces.
 - Booth spaces should limit non-family members to 2, plus 2 staff members in the ballroom.
 - Outside vendors limit in each zone will be based on the governor's orders at the time of the show. (Each zone will be monitored by Show Staff)
- **Outside Zones:** All outside exhibit space will be set up in zones to accommodate the venue guidelines set forth by the governor of NC. Exhibitors will be responsible for ensuring their Customers follow the three W's of safety – Wear a Mask, Wash your Hands and Wait 6 ft Apart.

OUTSIDE CONTRACTOR EXPECTATIONS:

- All outside contractors must submit their employee COVID-19 safety protocols prior to show opening and follow show guidelines. Protocols due to JBM Show Management no later than Wednesday, September 30, 2020.
- Boat cleaning crews must wear approved face coverings, follow show guidelines, and clear all personnel and equipment from the show grounds by 9:00 a.m.
- Specific instructions and schedules for additional show cleaning contracts must be submitted prior to show opening. All employees must follow show guidelines.
- Outside food vendors will work to employ the highest standard of food safety. Capacity limits will be set at 50% and social distancing will be maintained by using floor markings and relevant signage.

STAFF EXPECTATIONS:

- Enforce the boat show capacity limits as required by the City of Wilmington through limited ticket availability.
- Participate in daily health surveys, temperature screenings, and use of required PPE.
- Staff must agree to COVID protocols, sign waiver, wear PPE.
- Daily cleaning schedule will require extra crew for continuous disinfection of door handles and other high touch surfaces using traditional cleaning techniques and disinfecting spray or fogging technology throughout the day.
- Maintain multiple points of entrance and exits to ease traffic flow. Flow TBD.
- Install hand sanitizing dispensers at entrance, common areas, and boat show and operations staff offices.
- Complete daily questionnaire requiring employees to self-report any symptoms or contact with the virus.
- Check employee temperatures with touchless infrared thermometer. Temperatures must be below CDC recommendation of 100.4 F (38.0 C) or staff will be sent home.
- Provide staggered breaks to maintain proper employee to employee distances.
- Train all staff on new standard operating procedures with guidelines established by operations management