

COVID-19 External Group Application to Use College Facilities (Revision 3)

Holland College – Effective August 20, 2020, Revised July 12, 2021

External Group Name: _____

External Group Key Contact Name and Phone Number:

Holland College Employee Organizing Event: _____

Event Type (Circle) : MEETING SPORTING EVENT/ATHLETICS PERFORMANCE/ MUSICAL EVENT
CONTRACT TRAINING ADVISORY GROUP OTHER _____

Event Date(s) and Time(s): _____

Building and Requested Room(s) : _____

Total Event Capacity: _____

Event Description:

How does this request align with College priorities?:

EVENT DETAILS:

Who will be collecting the contact tracing information of all participants via the COVID-19 Screening Questionnaire & Contact Tracing for Approved Individuals as the external guests enter HC facility: _____

What Holland College employee will be retaining the contact tracing forms for 30 days after the event: _____

Will I have hand sanitizer product available as external guests enter the building and at other key locations for the safety of guests (please circle): **YES** **NO**

1. Will participants, prior to arrival, be made aware of and fully comply with our policy that : The use of non-medical masks or face coverings is not required but is strongly encouraged specifically for those who are not fully vaccinated or may have personal or family health risks. Masks must be worn when physical distancing of 6 feet cannot be consistently maintained. (please circle):
YES **NO**

