**NOTICE**

## DUE TO RECENT EVENTS AND THE SAFETY OF OUR CUSTOMERS & EMPLOYEES, OUR DEALERSHIP’S OUTBREAK, EPIDEMIC, AND

**PANDEMIC RESPONSE PLAN IS**

***ACTIVE***

TO STOP DISEASE FROM SPREADING

# We’ll do our part. Please do yours.

## EMPLOYEES:

* Clean and disinfect all surfaces that

people touch on a regular basis, such as desks, door handles, credit card

processing machines

* Require workers to stay home when they or a family member are sick
* Disinfect work areas of employees staying home due to sickness
* Avoid shaking hands
* Use social distancing
* Properly wash hands for at least 20

seconds with warm water and soap and sanitize hands often

* Avoid touching eyes, nose, and face
* Clean, cover, and/or disinfect surfaces of vehicles between test drives and when receiving or returning vehicles to

customers

## GUESTS:

* If you are sick, or have been exposed to someone that is sick, stay home until you

fully recover, or for 14 days, whichever is later

* Keep the pen!! (if you sign paperwork)
* Tell us if: you or a family member are the at the dealership and feeling ill or if

you have recently been to the dealership and are now feeling ill

* Avoid shaking hands
* Avoid touching surfaces and people
* Create social distancing with other customers and employees

•Wash your hands in the restroom, and/or use one of the hand-sanitizer dispensers

* If you need to sneeze or cough, please use a tissue and place it in the trash can