

Wynn Meetings

*Our Five-Star
Health & Safety Plan**

V3.1



*A risk of exposure to COVID-19 exists in any public place or accommodation. COVID-19 is an extremely contagious disease that can cause severe illness and death. By visiting Wynn Las Vegas, you voluntarily assume all risks related to exposure to COVID-19.

SETTING THE STANDARD

Safe, healthy and successful meetings, events and conventions is our mission.

At Wynn, customer confidence has always been our priority. We are committed to service-driven excellence, and this is what guides our decisions on addressing the unique challenges presented by the current COVID-19 pandemic environment.

We understand the world of travel looks different now and know we must react to these new circumstances. To successfully meet that commitment, we have evaluated our business in every area to ensure we are providing a safe and healthy experience for our guests as well as our employees.

Wynn has worked to pave the way and set a standard for excellence in health and safety. The following summary represents a comprehensive plan that responds in detail to the COVID-19 pandemic. This is our pledge to meet or exceed guidelines set forth by national, state and local governments, and introduce new protocols to ensure all meetings and events held at Wynn Las Vegas and Encore provide a safe and healthy environment. For more information on all implemented protocols throughout all facets of the hotel please visit: [visitwynn.com/documents/Wynn-Health-Plan.pdf](https://www.visitwynn.com/documents/Wynn-Health-Plan.pdf)

Over the years, the importance of meetings, events and conventions has made an impact on Las Vegas. The ability to bring people together for shared experiences, celebration, recognition, enhanced knowledge and common interests is a valuable resource. In addition to our hotel health and safety plan, we have elaborated on operational updates as they pertain to welcoming meetings and events so you can better anticipate what your attendee experience will be.

The most effective approach will be one we create together, as partners. Though these standards will continue to evolve as our environment changes, we wanted to provide insight on our current practices and recommendations. We are ready to progress forward together to create the flawless events of the future.

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EXCELLENCE IN A COMMITMENT TO HEALTH AND SAFETY

We enlisted a team of top-rated medical and health professionals, including current or former faculty and fellows of Georgetown and Johns Hopkins Universities, to help develop the health and safety plan now considered the gold standard in our industry. We want you to leave health and safety worries behind and have a successful program.

A few things you can expect to see:



Non-invasive thermal temperature scans at all entrances for employees and guests



All employees wearing face coverings



All guests must wear face coverings in public areas



A team of cleaning professionals disinfecting guest and high touch areas 24 hours a day



Nearly 300 hand sanitizer stations throughout the resort. All hand sanitizer used on property contains at least the minimum alcohol requirement per CDC guidelines of 62%



Appropriate and comfortable physical distancing in all gaming and dining areas.

Wynn employees continue to be selected for COVID-19 testing, and are required to complete a health questionnaire every day before they enter the resort. All have been thoroughly trained in our health and safety plan.

EMPLOYEE AND GUEST HEALTH

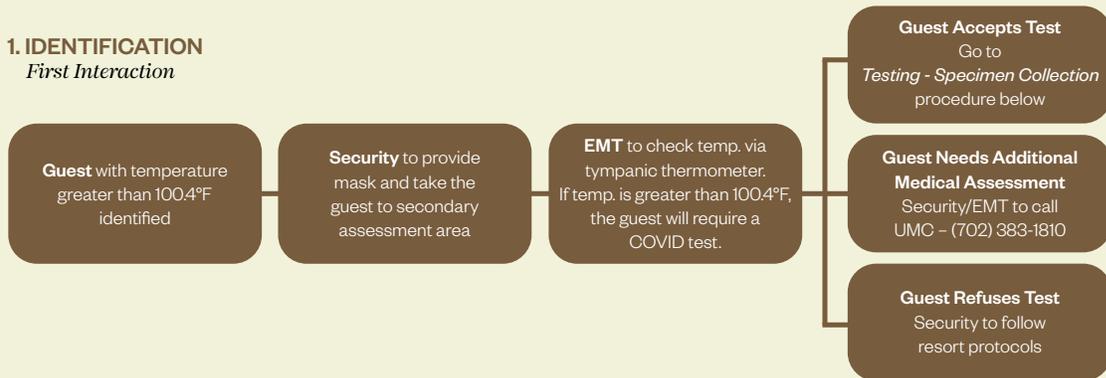
The health and safety of our employees and guests is our number one priority.

Thermal Cameras. Points of entry will be limited to allow our security team to conduct non-invasive temperature checks utilizing thermal cameras. Anyone displaying a temperature of 100.4°F or above¹ will be taken to a private area for a secondary screening including a health declaration and a temporal thermometer reading. Employees or non-hotel guests confirmed to have a temperature of 100.4°F or above will not be allowed entry to the property and will be directed towards appropriate medical care. Hotel guests from out of town will be offered testing for COVID-19 as required by the *Nevada Gaming Control Board Health and Safety Policies for Resumption of Gaming Operations, Non-Restricted Licensees*.

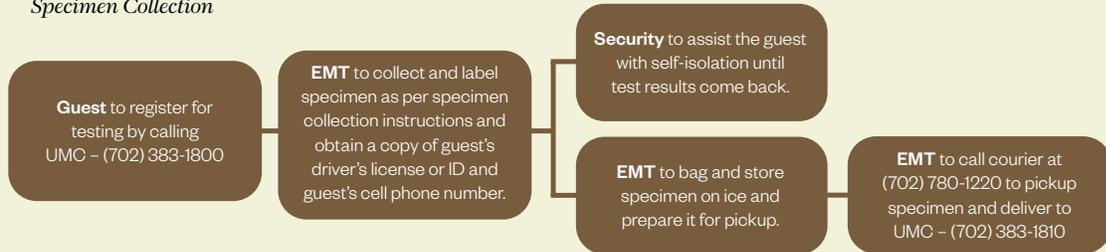
COVID Testing Algorithm – EMT On-Site.

Security will call 911 if at any time a guest is experiencing shortness of breath or other emergency medical symptoms.

1. IDENTIFICATION
First Interaction



2. TESTING
Specimen Collection



3. RESULTS
Positive Test Actions



¹ <https://www.cdc.gov/coronavirus/2019-ncov/php/public-health-recommendations.html>

EMPLOYEE AND GUEST HEALTH (CONT.)

Physical Distancing. Guests will be advised to practice physical distancing by standing at least 6 feet away from other groups of people not traveling with them while standing in lines, waiting for elevators or moving around the property. Restaurant and lounge tables, casino games and other physical layouts will be arranged to ensure appropriate distancing. Employees will be reminded not to touch their faces and to practice physical distancing by standing at least 6 feet away from guests and other employees whenever possible.

Hand Sanitizer. Hand sanitizer dispensers will be placed at key guest and employee entrances and contact areas such as elevators, driveways, reception areas, hotel lobbies, throughout the casino floor, at each table game, restaurant entrances, meeting and convention spaces, elevator landings, pools, salons, spas and exercise areas. All hand sanitizer used on property contains at least the minimum alcohol requirement per CDC guidelines of 62%

Face Coverings². Employees will be required to wear company-issued face coverings, unless management determines, in its discretion, that other safety protocols are sufficient to protect employees and guests. Certain employees with significant exposure to guests for long periods of time will be allowed, at their discretion, to wear company-issued N95 or equivalent masks. Per the directive of the Governor of the State of Nevada, guests will be required to wear face coverings at all times when they are in public areas, with limited exceptions. If a guest has a medical condition that prevents them from wearing a face covering, the guest may wear a non-restrictive alternative that fully covers the nose and mouth (such as a face shield). In addition, a guest may remove their face covering if receiving a face treatment in the salon or spa; eating or drinking while seated in a restaurant, bar or lounge; in the pool or playing golf. Face coverings will be available at multiple locations and provided complimentary throughout the resort. Guests may also be required to briefly lower face coverings for identification purposes in compliance with regulatory and safety requirements.

Front of House Signage. There will be health and hygiene reminders throughout the property, including the proper way to wear, handle and dispose of masks and face coverings. Digital signs on the casino floor will also be used for messaging and communication.

Back of House Signage. Signage will be posted throughout the property reminding employees of the proper way to wear, handle and dispose of masks and face coverings, use gloves (in positions deemed appropriate by medical experts), wash their hands, and to avoid touching their faces.

Employee & Guest Health Concerns. Our employees have been given clear instructions on how to respond swiftly to all presumed cases of COVID-19 on property, and we will be ready to provide support to our guests. Employees are required to stay home if they do not feel well, and if they or a household member have tested positive for COVID-19, the employee will be placed on a medical leave of absence pursuant to the company's illness and absence policies.

Employees are also instructed to contact a manager if they notice a coworker or guest displaying or complaining of a cough, fever, shortness of breath, a new loss of taste or smell, repeated shaking with chills, muscle or body aches, headache, sore throat, congestion or runny nose, nausea, vomiting,

² <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

EMPLOYEE AND GUEST HEALTH (CONT.)

diarrhea or other known symptoms of COVID-19. Employees and guests who exhibit any of the above symptoms while at the property are instructed to immediately notify their manager (employees) or hotel security at (702) 770-2820 (guests or employees). A certified emergency medical technician (EMT) will be on-site 24 hours a day until the pandemic has passed.

Case Notification. If we are alerted to a presumptive case of COVID-19 at the resort, we will work closely with the Southern Nevada Health District (SNHD) to provide appropriate information and follow its recommended protocols.

EMPLOYEE RESPONSIBILITIES

Wynn Employees are vital for an effective health and sanitation program.

Hand Hygiene. Correct hygiene and frequent handwashing with soap is vital to help combat the spread of COVID-19. All Wynn employees have been instructed to wash their hands, or use sanitizer when a sink is not available, every 60 minutes (for 20 seconds) and after any of the following activities: using the restroom, sneezing, touching their face or face covering, blowing their nose, cleaning, sweeping, mopping, smoking, eating, drinking, entering and/or leaving the gaming floor, going on break and before or after starting a shift.

COVID-19 Training. All employees will receive mandatory training on COVID-19 disinfection and safety protocols including, but not limited to, proper hand hygiene, coughing and sneezing etiquette, proper face covering and PPE usage, physical distancing, the differences between cleaning, sanitizing and disinfecting, COVID-19 symptoms and reporting protocols, and employee illness and absence policies. More comprehensive training will be provided for our teams with frequent guest contact including Housekeeping, Food and Beverage, Casino Operations, Public Area Department (PAD), Hotel Operations and Security. All training will be available in a minimum of English and Spanish. Employees will not be permitted to return to their duties until they have been appropriately trained.

COVID-19 Testing & Screening. All employees will have access to company-sponsored testing through Wynn's partnership with University Medical Center (UMC). Employees will be screened utilizing questions from the SNHD *COVID-19 Screening Questionnaire for Employees*³ prior to the start of each shift, with all requested information logged on to the SNHD *Employee Illness Log*⁴. Employees who test positive or show the known symptoms of COVID-19 will not be permitted on property until they meet the CDC's Discontinuation of Isolation Criteria⁵ utilizing laboratory-confirmed testing. Wynn will continue to conduct ongoing random testing for employees.

Personal Protective Equipment (PPE). Based on their role and responsibilities, all employees will wear appropriate PPE in adherence to state or local regulations and guidance. Training on how to properly use and dispose of all PPE will be mandatory. Gloves will be provided to employees whose responsibilities require them as determined by medical experts, including housekeeping and public area attendants, and security officers in direct contact with guests.

Daily Pre-Shift & Timekeeping. Employee pre-shift meetings will either be conducted virtually or in areas that allow for appropriate physical distancing between employees. Larger departments will stagger employee arrival times to minimize traffic volume in back-of-house corridors and service elevators. Our management team will ensure constant communication and proper PPE, and that cleaning and disinfection procedures are followed and updated per the latest expert and regulatory guidance.

³ <http://media.southernnevadahealthdistrict.org/download/COVID-19/reopening/snhd-reopening-covid19-screening-questionnaire.pdf>

⁴ <http://media.southernnevadahealthdistrict.org/download/COVID-19/reopening/snhd-covid19-employee-absence-or-illness-log.pdf>

⁵ <https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html>

GUIDELINES FOR GROUP EVENTS

The following guidelines contain policies and procedures for our new protocols pursuant to which conventions and meetings at Wynn Las Vegas and Encore Las Vegas should be conducted. These guidelines are for operational measures only. For information on Hotel Health and Disinfection policies in accordance with the recommendations of the Centers for Disease Control and Prevention and the Southern Nevada Health District, please refer to the *Wynn Las Vegas Health and Disinfection Program* at wynninfo.com.



GUIDELINES FOR GROUP EVENTS

Welcome to Wynn

The below guidelines are subject to change as recommendations or mandates of the Governor of the State of Nevada may require.

Thermal Scanning. As a critical measure to ensure the health and safety of guests and employees, Wynn has limited points of entry to allow our security team to conduct non-invasive temperature checks utilizing thermal cameras. Anyone displaying a temperature of 100.4°F or above will be taken to a private area for a secondary screening, including a health declaration and a temporal thermometer reading. Employees or non-hotel guests confirmed to have a temperature of 100.4°F or above will not be allowed entry to the property and will be directed towards appropriate medical care. Hotel guests from out of town will be offered testing for COVID-19 as required by the *Nevada Gaming Control Board Health and Safety Policies for Resumption of Gaming Operations, Non-Restricted Licensees*.

Thermal Scanning Station locations:

Wynn Las Vegas: Main Entrance, South Entrance, Self-Parking, Wynn Tower Suites, Wynn Shopping Esplanade at Las Vegas Blvd. and Sands Ave., Wynn Plaza off Las Vegas Blvd.

Encore Las Vegas: Main Entrance, Self-Parking, Encore Tower Suites

Temporal Thermometer Checks (touchless forehead thermometer):

Loading Dock Entrances: Wynn, Wynn South Expansion, Encore

**Locations may vary based on traffic flow or group need.*

Thermal Scanning for Contractors, Vendors, and Exhibitor Appointed Contractors. Third Party labor will be subject to non-invasive temperature checks provided by Wynn Resorts at every entrance to meeting and event spaces, including the loading dock areas. Appropriate PPE will be required by all staff and labor.

Dedicated Meeting and Show Management staff will also be subject to non-invasive temperature checks. When a guest of the hotel arrives through any hotel entry point including self-parking, they would be checked upon entrance to the hotel. Upon entry to a meeting space, attendees, planners and staff will also be subject to a secondary thermal scan. All staff and labor are required to wear appropriate PPE.

Wynn Las Vegas: Wynn Meeting Space entrance near Alsace, Wynn Meeting Space entrance near Petrus

Encore Las Vegas: Encore Meeting Space entrance before Registration Desk 5, Encore Meeting Space entrance before Encore Ballroom 3

GUIDELINES FOR GROUP EVENTS (CONT.)

Screening and Case Reporting Protocols

Entry Screening

Non-invasive thermal cameras will be placed at each entry point to the resort. Any person displaying a temperature of 100.4°F or above or displaying or complaining of a cough, fever, shortness of breath, chills, a new loss of taste or smell, repeated shaking with chills, muscle pain, headache, sore throat or other known symptoms of COVID-19 or will be discreetly offered a secondary screening.

Employees participating in a secondary screening are to follow proper hand hygiene and apply appropriate PPE, including a surgical mask and eye protection, before engaging with any visitor.

Secondary Screening

A visitor displaying an elevated temperature or other known symptom of COVID-19 will be escorted to a designated private and isolated area, and provided with PPE.

An EMT or security officer will use a temporal thermometer to record a second temperature reading (allowing at least 10 minutes between the first and second temperature readings) and will ask the visitor the following questions:

- Do you have a new cough that you cannot attribute to another health condition?
- Do you have new shortness of breath that you cannot attribute to another health condition?
- Do you have any two of the following symptoms: Fever (100.4° F or above), chills, repeated shaking with chills, muscle pain, headache, sore throat or new loss of taste or smell?
- Have you come into close contact (within 6 feet) of someone who has a laboratory-confirmed COVID-19 diagnosis in the last 14 days?

If the visitor refuses the Secondary Screening, they will be denied entry to the property and provided a COVID-19 information card.

GUIDELINES FOR GROUP EVENTS (CONT.)

Visitors with Elevated Temperature or COVID-19 Symptoms If the Secondary Screening confirms that the visitor has a temperature of 100.4°F or above, is displaying or complaining of the known symptoms of COVID-19, or otherwise answers any of the questions in the affirmative, a visitor who is not a confirmed hotel guest will be denied entry** to the property, be directed towards medical care and provided with resources and recommendations based on CDC and local health authority guidelines.

A Security Supervisor will collect basic visitor information including the name of the visitor and their place of residence.

If a visitor refuses to provide information or cooperate with Security, the visitor will be denied entry to the property.

***See additional procedures below for hotel guests*

SNHD Reporting The Preliminary Investigator handling the case will immediately notify the Southern Nevada Health District (SNHD) at (702) 759-1300 Option 2 and advise the operator that there is a possible case of COVID-19.

The Preliminary Investigator will also inform the SNHD if the visitor is requesting medical care, refusing to cooperate, is leaving the property, and of any visible symptoms and the results of questioning.

Hotel Guests

Skip to Transportation for Employees and Non-Resident Guests

If a visitor is a confirmed hotel guest from out of town and has an elevated temperature or otherwise answers the questions affirmatively, the guest will be offered the following options (all in direct coordination with SNHD):

1. If the hotel guest does not wish to check in, a Security Supervisor will be called to advise the guest of the option to either seek medical attention on their own, or, if they have private transportation, to return to their residence in another jurisdiction. In either case, the Security Supervisor will advise SNHD of the visitor's intent to seek medical attention or return to their residence in another jurisdiction.
2. If the hotel guest wishes to check in, the guest will be required to self-quarantine in their guest room until an on-site test can be administered and the results received:
 - a) A Security Supervisor will be called to escort the guest and explain the remainder of the process in coordination with SNHD guidance.
 - b) The Security Supervisor will control the elevator to ensure no other visitors use the same cabin.

GUIDELINES FOR GROUP EVENTS (CONT.)

Hotel Guests (cont.)

- c) The SCC will notify PAD and the elevator will be returned to service only after properly disinfected by PAD.
 - d) The guest will be required to self-quarantine by staying inside their hotel room pending the results of testing (to be provided in coordination with UMC in the guest's hotel room).
 - e) The SCC will notify the Hotel Manager on Duty to pin the room and not permit access until proper medical clearance is given and the room is properly disinfected.
 - f) Housekeeping service will be suspended (amenities will be delivered to the outside of the room upon request).
 - g) In-Room Dining will be available using contactless delivery and single-use, disposable service ware.
 - h) As may be directed by the SNHD on a case-by-case basis, a guest who tests positive for COVID-19 will be transported for medical care, private accommodation, or other lodging.
3. A hotel guest who exhibits signs of COVID-19 subsequent to check-in may self-quarantine in their guest room until an onsite test can be administered and the results received:
- a) A Security Supervisor will be called to escort the guest for the remainder of the process.
 - b) The guest will be provided appropriate PPE (if not already wearing) and escorted directly to their room.
 - c) The Security Supervisor will control the elevator to ensure no other visitors use the same cabin.
 - d) The SCC will notify PAD and the elevator will be returned to service only after properly disinfected by PAD.
 - e) The guest will be required to self-quarantine by staying inside their hotel room pending the results of testing (to be provided in coordination with UMC in the guest's hotel room).
 - f) The SCC will notify the Hotel Manager on Duty to pin the room and not permit access until medical clearance is given and the room is properly disinfected.
 - g) Housekeeping service will be suspended (amenities will be delivered to the outside of the room upon request).
 - h) In-Room Dining will be available using contactless delivery and single-use, disposable service ware.
 - i) As may be directed by the SNHD on a case-by-case basis, a guest who tests positive for COVID-19 will be transported for medical care, private accommodation, or other lodging.

GUIDELINES FOR GROUP EVENTS (CONT.)

Hotel Guests (cont.)

4. A hotel guest who exhibits signs of COVID-19 subsequent to check-in who does not wish to self-quarantine or be tested onsite may return to their room to collect their belongings and to check out:
 - a) A Security Supervisor will be called to escort the guest for the remainder of the process.
 - b) The guest will be provided appropriate PPE (if not already wearing) and escorted directly to their room.
 - c) The Security Supervisor will control the elevator to ensure no other visitors use the same cabin.
 - d) The SCC will notify PAD and the elevator will be returned to service only after properly disinfected by PAD.
 - e) The SCC will notify the Hotel Manager on Duty to pin the room and not permit access until the belongings have been retrieved and the room is properly disinfected (as if the guest tested positive for COVID-19).
 - f) The SNHD will be advised of the circumstances of the guest's decision not to be tested onsite and will be given as much information regarding the guest as available.

5. If a hotel guest who exhibits signs of COVID-19 requests to leave the property to seek medical attention, or such attention is medically required and the guest does not wish to or cannot return to their hotel room to collect their belongings:
 - a) The SCC will notify the Hotel Manager on duty to pin the room and not permit access until proper medical clearance is given and/or the room is properly disinfected.
 - b) The guest's belongings will remain in the room until security can arrange for the safe removal and secure storage of the belongings in sealed bags or suitcases. The exterior of each bag and suitcase will be disinfected before it is transported.
 - c) Guest belongings will remain in secure, on-property storage until the guest or SNHD can retrieve the belongings.
 - d) Hotel Management will determine the best course of action to handle the outstanding folio on a case-by-case basis.
 - e) The room will be properly disinfected, as if the guest tested positive for COVID-19.

6. Guests who have previously displayed an elevated temperature and seek medical treatment on their own may NOT return to the resort until they have been medically cleared. Once proper medical clearance is given, they may return to their room (if still checked-in).

GUIDELINES FOR GROUP EVENTS (CONT.)

Hotel Guests (cont.)

7. If a guest with an elevated temperature or known symptoms is sharing the room or has had close contact with other visitors:
- a) The Security Supervisor will determine room shares and close contact guests traveling with the elevated-temperature guest. The full protocol will be followed beginning with a secondary screening for all close contacts.
 - b) Follow SNHD guidance on required isolation or quarantine procedures for close contacts as appropriate.
 - c) If a room is being used for self-isolation the SCC will inform Hotel Management, and CDC and local health authority guidelines will be followed for all additional contact with the guest and service to the room.

Transportation

If the visitor has their own vehicle the visitor may leave in their own vehicle.

If the visitor does not have their own vehicle an ambulance will be called to transport the person to the appropriate medical care facility as directed by the SNHD and local health authorities.

Visitors who are displaying the symptoms of COVID-19 should NOT be directed to use public transportation, including aircrafts, taxis, Uber, Lyft or other shared transportation options.

Internal Reporting

The Security Supervisor will notify the Preliminary Investigator to prepare an incident report.

The report will be submitted to the head of Crisis Management. The head of Crisis Management will be responsible for distributing information to other operating departments only on a need-to-know basis and in accordance to relevant SNHD and State of Nevada emergency directives.

The incident report should include the visitor's name, identification information, room number (if applicable), if their temperature reading(s) was 100.4°F or above, if other known symptoms of COVID-19 were present or complained about, known visitor traveler information and if the visitor was transported for medical care.

The incident report will be updated as new information is available and when/if the visitor returns to property.

GUIDELINES FOR GROUP EVENTS (CONT.)

Public Areas. The frequency of cleaning and disinfecting has been increased in all public spaces with an emphasis on frequent-contact surfaces including, but not limited to, front desk check-in counters, bell desks, elevators and elevator buttons, door handles, public bathrooms, room keys and locks, ATMs, escalator and stair handrails, casino cage counters, gaming machines, gaming tables, gym equipment, dining surfaces and seating areas.

- Cleaning will be emphasized on “high-touch” surfaces such as furniture, elevators, door handles, meeting room door locks, escalators, stair handrails and dining surfaces.
- Public areas within meeting spaces will be cleaned frequently throughout the day.
- Lounges and soft seating areas will be disinfected frequently.
- Front-of-house restrooms will be cleaned at least once an hour. If privacy can be maintained, restroom doors will be propped open. All public restrooms will be equipped with automatic toilet flushers, faucets and soap dispensers.
- Every other restroom sink will be blocked in order to maximize proper physical distancing.

Meeting Space Public Seating:

- Lounge furniture will be reduced to allow for proper physical distancing, based on current mandates at the time of the event.
- Signage will be placed in lounges reminding guests of the importance of physical distancing.

Sanitation. Correct hygiene and frequent handwashing with soap is vital to help combat the spread of COVID-19. All attendees are encouraged to wash their hands every 60 minutes (for 20 seconds) and after any of the following activities: using the restroom, sneezing, touching their face or face covering, blowing their nose, smoking, eating, or drinking.

- As a sink is not always available, the hotel will have over 300 hand sanitizing stations dedicated for guest use throughout the property. Hand sanitizer dispensers, touchless whenever possible, will be placed at key guest entrances and contact areas such as elevators, drive ways, reception areas, hotel lobbies, throughout the casino floor, at each table game, restaurant entrances, meeting and convention spaces, elevator landings, pools, salons, spas and exercise areas. In addition, based on attendee traffic patterns, stations will be placed throughout event spaces including:
 - Near each meeting room door
 - Meal rooms at entrances or near food serving stations
 - Near all coffee break areas
 - Near registration areas; Group may want to supplement registration areas for direct access during registration
 - Sanitizing stations for Exhibit Halls must be provided by the Producer

GUIDELINES FOR GROUP EVENTS (CONT.)

THE GROUP COMMITMENT

This is a collaborative effort. Successful set-up of an event requires advance and thorough communication between the planner and the Hotel, as well as Group attendees. It is important that all attendees are informed of and understand physical distancing standards, current requirements on face coverings, reminders on limitations of physical interactions like hugs, handshakes or fist bumps and recommendations for proper hygiene, both prior to arrival and reiterated in person as an event begins. Attendees should also be requested to not attend an event if they have a fever, cough, shortness of breath, or other cold and/or flu-like symptoms, and immediately seek medical care for further guidance and testing. While the Hotel is dedicated to the cause of mandating the required standards for meetings and events, we will need support and assistance from Show Management in order to keep those attending events safe. From the Hotel, you can expect our staff to help to manage traffic flow, social distancing and face covering mandates throughout all public spaces, as well as during the start and end of large general sessions. For smaller meeting rooms and events while in session, we ask for assistance from Show Management staff to help maintain standards throughout.

THE ATTENDEE COMMITMENT

As long as state mandates require, attendees must maintain 6 feet of physical distance from fellow attendees.

As long as state mandates require, all attendees and event personnel must wear personal protective equipment (PPE) as recommended by the CDC (i.e., face coverings) throughout the event and including private meeting rooms. The current mandate also requires face coverings in outdoor settings when physical distancing cannot be maintained. This would apply to group events and publicly shared outdoor spaces.

Attendees should wash hands at least once every 60 minutes for at least 20 seconds. Hand sanitizing stations will also be provided throughout the space for use as a supplement to hand washing when needed.

If any attendee or event personnel are not feeling well or displaying symptoms, they will be directed to seek medical assistance at a designated wellness location.

Elevator occupancy will be limited to 4 persons at one time.

MEETING AND EVENT SPACE USES

Meeting Space Entrance.

Upon entrance to a meeting space, all attendees and staff will go through thermal scanning. No outside thermal scanning will be permitted.

Face covering distribution stations will be stationed at all entrances to meeting spaces. Face coverings must be worn at all times while in public spaces and meeting rooms.

Wynn Las Vegas

- Wynn Meeting Space entrance near Alsace
- Wynn Meeting Space entrance near Petrus

Encore Las Vegas

- Encore Meeting Space entrance before Registration Desk 5
- Encore Meeting Space entrance before Encore Ballroom 3

Attendee Flow.

In order to manage traffic flow in a function space, the Convention Services Manager will recommend a directional plan to navigate attendees from guestrooms to function spaces. Directional markers or ropes and stanchions will also be placed to promote one-way traffic.

In order to minimize traffic in shared spaces (such as foyers), the Hotel recommends the following for consideration:

- Multiple tracks for attendees, with different staggered times, in order to better control timing of traffic in foyers
- The rotation of speakers to session rooms, to keep attendees more stationary and minimize traffic in public areas
- Groups break sessions by row or zone, to avoid mass exits and help minimize lines at break areas and in restrooms.
- Extended refresh times, to allow for proper disinfection between meetings and more time for attendees to make their way through lines.
- Groups break end-of-day sessions by row or zone as well, to help with traffic flow at guestroom elevators.

NOTE: Break protocols may be mandated if required to maintain proper physical distancing.

MEETING AND EVENT SPACE USES (CONT.)

Meeting Rooms. In addition to previous cleaning practices, we have enhanced our procedures to address current needs. Our resorts use cleaning products and protocols that meet or exceed CDC and Occupational Safety and Health Administration (OSHA) guidelines. The disinfectants being used are listed on Environmental Protection Agency (EPA) List N, meet the criteria for use against SARS-CoV-2 (the virus that causes COVID-19), and are effective against viruses, bacteria and other airborne and bloodborne pathogens. Electrostatic disinfectant sprayers containing hospital disinfectant will be used as appropriate in enclosed spaces. Products will be applied to cleaning in the following areas:

For Meeting Room Sets.

- Between sessions we disinfect chairs, tables and podiums.
- At the conclusion of the day, we replace linen overlays and e-mist the space.
 - Any materials left behind after a meeting (such as handouts, signage, sponsor materials, etc.) will automatically be disposed of at the end of each day except for exhibit halls/tabletops, material tables and registration tables.

For Office Spaces.

- It will be the responsibility of the Group to maintain proper cleanliness of office spaces. The Hotel will provide materials for cleaning and disinfection throughout an event, as well as training on how to use them properly.
- If Group requires Hotel's assistance, requests should be made in advance. Meeting materials must be cleared from all tables and other surfaces in order for them to be cleaned and disinfected.
- At the conclusion of the day, a full detail of the space, including disinfection of tables and chairs, replacement of linen and e-mist, will be provided for offices upon request.
For evening cleanings offices must have:
 - Table spaces should be cleared of all materials to allow for proper cleaning.
 - Material left behind will be disposed.

For High-Traffic Areas.

- Cleaning will be emphasized on "high-touch" surfaces such as furniture, elevators, door handles, meeting room door locks, escalators, stair handrails and dining surfaces.
- Hotel will leave doors propped open and engaged to avoid public contact with door handles unless otherwise requested by Group.

NOTE: Break times should reflect longer allowances for proper cleaning protocols.

MEETING AND EVENT SPACE USES (CONT.)

Current Group Size Restrictions. In accordance with the Nevada Guidance for Safe Gatherings mandate effective 10/1/2020, for non-fixed seating venues, gatherings such as conferences, conventions, trade shows, professional seminars, or similar gathering activity may take place in a venue in accordance with the fire code capacity limit of 50 percent or 250 individuals, whichever is less, provided all other guidance is followed. A host or venue may hold a conference, convention, trade show, professional seminar, or similar gathering for more than 250 individuals, but no more than 1,000 individuals, if they can meet certain criteria:

- Venue must have the ability to separate the gathering's individuals into separate rooms holding no more than 250 individuals or 50 percent capacity, whichever is less.
 - Each individual area must:
 - Include floor to ceiling walls
 - Maintain separate ingress and egress to avoid shared spaces. If separate ingress/express cannot be achieved venue/group MUST stagger entrance/exit times for individuals to avoid congregation, congestion, or bottlenecking that does not allow for social distancing.
- All individuals must be pre-registered with group coordinator and should include attendee name, contact phone number and email.
- Shared use of restroom facilities between pods is not permitted to avoid cross-pollination amongst the various pods.
- Shared use of concessions, merchandising, amenities and/or registrations between pods is not permitted to avoid cross-pollination amongst the various pods.
- Venue employees and staff must be restricted to working in one individual area during the entirety of the conference, convention, trade show, professional seminar, or similar gathering.
- For groups of 250 or more, Hotel and group MUST submit a "Large Gathering Venue COVID-19 Preparedness & Safety Plan" to the local health authority (SNHD) for review and confirmation that the Event will not place a burden on the local public health system. Once approved by SNHD, the plan will then be forwarded to the Gaming Control Board (GCB) for final review and approval. Plan submission is required at least 30 days prior to the event, As a result, Group event specifications may be required earlier than noted in the contract; Groups should plan for at least 45 day advance disclosure of event details including room sets, meeting assignments and full agenda with timing.

For General Sessions.

- Queued lines leading into General Sessions must be avoided. Doors should plan for early openings, with any rehearsals planned in accordance.
- If a line is likely, please notify your Convention Services Manager and the Hotel will set ropes and stanchions to create markers as guidelines for 6 feet of physical distancing standards.
- Tech areas must be expanded to allow for tech crews to be spaced apart in accordance with physical distancing.

MEETING AND EVENT SPACE USES (CONT.)

- Greenrooms must be stocked with disposable, single-use amenities.
 - Group should provide specific greenroom schedules, so disinfection can take place between various shared guest uses.
 - Greenrooms can be utilized, but must adhere to physical distancing standards.
 - Face coverings must be worn when multiple guests are in the greenroom.
- Presentation of items such as certificates, trophies, awards and ribbons must incorporate social distancing practices, reduce hand-to-hand contact, and incorporate good sanitation.
- At the conclusion of a General Session, proper exiting protocols should be implemented to allow physical distancing to be maintained. Depending on session size and available exits, the group will be responsible to break in zones, and advise each zone of the proper exit plan.

For Speakers.

- Hotel will provide proper supplies for cleaning and disinfection of props, podiums and other shared stage items. It is suggested that speakers or designated personnel disinfect before and after each use.
 - This will be the responsibility of the Group, unless a designated team member has hired an outside company for oversight of sanitation responsibilities.
 - If a General Session is being produced by an outside company, the cleaning and disinfecting of props, podiums and other stage items will be the responsibility of the production company and must abide by all Hotel protocols as set out in the *Wynn Health and Safety Plan*.
 - Speakers should be 12 feet back from the audience and should present with a face covering or behind a transparent barrier. To present without a face covering 25 feet of distance from speaker to audience is required.
 - If multiple speakers are in the presentation area at a time 6 feet social distancing must be maintained and face coverings would be required despite distance from audience. If the audience from the audience can be maintained speakers may present without a face covering if 12 feet apart from one another.
 - Large panels should be avoided in order to maintain proper social distancing standards.

Amenity Boxes. No amenity boxes will be set on tables. An individual attendee welcome bag that includes a pen, a pad of paper, 2 bottles of water and 2 Wynn chocolates will be available for each guest at the start of the event/program. These can be distributed at the Group registration or placed at each place setting during the Group's first meeting. Bags will be provided at the start of the event but not replenished daily unless the event exceeds 2 days.

Water Stations. No water stations will be set. Groups will need to order bottled water service through Catering if they want water available throughout their event. 2 complimentary bottles of water will be offered with the initial attendee welcome kit. This includes offices and boardrooms.

MEETING AND EVENT SPACE USES (CONT.)

Refreshes. Amenities and waters will not be refreshed during breaks unless a beverage station has been arranged through Catering. Longer break times should be considered for attendees to navigate restroom and food and beverage lines in accordance with physical distancing.

Any materials left behind at the end of meetings (such as handouts, signage, sponsor materials, etc.) will automatically be disposed of at the end of each day except for exhibit halls/tabletops, material tables and registration tables. Please be sure to cross-check offices prior to event conclusion, as items left behind in offices will also be disposed. Signage left behind throughout the space will be disposed of at the conclusion of the final event.

Tech Tables. Tech areas will be set to the standards of 6x30 feet or 8x30 feet (as noted below) and will have a perimeter meeting physical distancing standards.

Tech staffing for events must be considered when diagramming a room, as footprints will often need to be expanded. If using an outside production company, please be sure they plan accordingly. For in-house AV, the Group's Entertainment Production Services Manager will advise Convention Services or Catering 2 weeks prior of the number of tech staff by room each day. Setups for tech tables will be adjusted in adherence to all physical distancing guidelines. Tech staff should also be considered in the overall occupancy of a room.

Multipurpose Spaces.

- Exhibits and Food & Beverage Planning must be coordinated with the Group, CS and Catering Managers to ensure additional spacing to maintain 6 feet physical distancing standards.
- GS and Exhibits: Planning must be coordinated with the Group, CS and Catering Managers to ensure additional spacing to maintain 6 feet physical distancing standards.
- Meeting and Food & Beverage: Planning must be coordinated with the Group, CS and Catering Managers to ensure additional spacing to maintain 6 feet physical distancing standards.

Exhibits.

- Vendor load in/out and setup must take into consideration proper social distancing measures. For large events group should consider appointment times for setup with limited staff to control attendee counts.
- Exhibit Hall layouts must be designed with all elements in consideration to allow for proper physical distancing. Specifically, anywhere a queue line is anticipated will need to account for 6 feet of spacing between each attendee in line.
- A single line of booths instead of double rows should be created. If this is not possible, a 16 foot thoroughfare between the two sides must be created to allow for single file, one-way paths down the middle.
- Aisleways in Exhibit Halls should be spaced out accordingly to allow for physically distanced paths.

MEETING AND EVENT SPACE USES (CONT.)

- Tabletops in foyer spaces are not permitted, so as to allow spacious walkways for attendees.
- Booths and/or tabletops should meet with only one attendee at a time. If an attendee approaches a booth/tabletop and sees an attendee already present, they should move to the next station.
- One-way traffic flow must be created throughout the exhibit hall to prevent crowding or mingling with designated entrance and exits.
- Metering of total headcount in exhibit hall may be required should event attendance exceed current state mandates.
- As total attendance in the Exhibit Hall may be limited at any time, based on overall capacity and dependent on current state mandates. Hotel suggests appointment-based exhibit times in order to properly control the space's occupancy. If needed, a system such as clicking attendees in and out (occupancy counter) may also be implemented in order to control total occupancy at any given time.
- When meals are being served in the Exhibit Hall, Hotel suggests assigning staggered dining times in order to manage line control and maintain physical distancing. This can be done by booth, by zone or perhaps by group type of attendee.
- Face coverings will be required for attendees traveling throughout the Exhibit Hall, as well as attendees exhibiting within a booth space.

Registration Areas.

- Foyer registration tables will not be permitted in order to allow for socially distanced traffic flow.
- Staff at Group registration counters and check-in stations must be spread at least 6 feet apart.
- Hotel will place line makers as guidelines for 6 feet physical distancing standards in any line queues.
- The addition of transparent barriers will be installed for use at built-in registration desks when appropriate.
- When on-site registration is required, Hotel recommends an invite or appointment-based system that provides attendees with a dedicated window of time in order to control the number of registrants. If possible, advance registration and receipt of materials is recommended.
- Hotel recommends Group provide hand sanitizer and disposable or keepsake writing utensils at registration areas.
 - For digital registration, Hotel suggests Group's personnel complete the process to avoid shared equipment between attendees, with equipment sanitized between each use.
 - When handing out badges, lanyards or group materials, Group personnel should sanitize hands after each transaction/interaction.

MEETING AND EVENT SPACE USES (CONT.)

- Hotel recommends keeping physical items handed out to a minimum (gift bags, handouts, maps, etc.). Consider digital options as an alternative when possible.
- Avoid shared community materials, sign-in sheets, and writing utensils.

Hospitality Suites. Guestrooms and suites approved for use as a hospitality room or meeting space (collectively “Hospitality Suites”) will follow the same Nevada mandates or guidelines regarding indoor gatherings as any other location in the Resort. In addition, Hospitality suites will be subject to the same mandates as the convention space.

- One bedroom suites revised maximum occupancy is ten (10) guests or maximum based on socially distanced event setup, whichever is less.
- Salon Conference Suites include a boardroom table so maximum occupancy is five (5) guests in order to properly social distance.
- Wynn Las Vegas encourages the use of Hospitality Suites for standard meetings; however they are not designed for exhibit or display purposes. Exhibits of any kind are not permitted in Hospitality Suites. Therefore, delivery of freight, oversized boxes or crates will not be allowed.
- Reservations for all Hospitality Suites must be arranged through the Convention Services Manager.
- Please note that check-in is not until 3 pm. Any meetings scheduled to begin before 3 pm on the day of arrival should be addressed with your Convention Services Manager well in advance of arrival so appropriate arrangements can be made.
- Please note that check-out is at 12 pm. Any meetings scheduled to extend past 12 pm on the day of check-out are subject to availability and will be charged an additional day.
- Hospitality Suite room numbers will be made available on the day of check-in. Hospitality Suite numbers will not be issued in advance.
- Events in Hospitality Suites may not be scheduled before 9 am or after 11 pm.
- Regardless of time, any noise from music or entertainment must be kept to a level that cannot be heard outside of the Hospitality Suite.
- Clark County Fire Department regulations do not permit any obstacles in guestroom hallways such as easels and signage.
- Should you require easels for signage displays inside your room, please contact your Convention Services Manager for rental information.
- Taping, tacking, or otherwise affixing anything to walls, floors or ceilings is not permitted.
- The removal or relocation of furniture and fixtures inside the Hospitality Suite is not permitted.
- All food and beverage requirements within Hospitality Suites must be coordinated through the In-Room Dining Event Sales Office. Confirmed event specifications along with payment arrangements must be received by In-Room Dining no later than seventy-two business (72) hours in advance of the scheduled event. Failure to do so may limit available menu options and result in extended delivery times. Please note: food and beverage options may be limited due to current Nevada mandates.

MEETING AND EVENT SPACE USES (CONT.)

- Hospitality Suites are equipped with two (2) twenty (20) amp outlets. Safety regulations dictate additional electrical service cannot be provided.
- Group is responsible to ensure event and participants adhere to current state mandates and hotel policy while conducting a meeting in a Hospitality Suite including but not limited to:
 - Face Coverings must be worn throughout the meeting, except while actively eating and drinking
 - Social distance of six (6) feet should be maintained at all times
 - Everyone should regularly wash their hands and/or use hand sanitizer
 - Regularly disinfect high touch surfaces
- Group will be provided with CDC approved cleaning and disinfecting spray and single use disposable towels for regular cleaning of the hard surface spaces. Housekeeping will be scheduled once daily for enhanced cleaning of the Hospitality Suite and restrooms.
- Group must advise Convention Services Manager of all scheduled meeting times so that Security can be notified to allow your guests access to meeting suite. All attendees must be registered hotel guests in order to access the Hospitality Suite. Security may also periodically check the Hospitality Suite to ensure compliance with current state mandates and occupancy limitations.

MEETING AND EVENT SPACE USES (CONT.)

Pre-Convention and Post-Convention Meetings. On-site reviews of event components both pre- and post-meeting are important for proper execution, clarification and future growth in our partnerships with clients. Options for reviews via conference call should be considered when possible. In the event an in-person meeting is required, the space will be set to allow for proper physical distancing and adhere to all applicable guidelines. Written materials will be provided in digital form in advance of the meeting.

Convention Components. Show components such as exhibit booths, registration counters, supplemental seating, stage décor or production sets installed by show management or outside providers, will not be cleaned by Hotel staff. We require proper cleaning and disinfection be managed directly by the vendor or designated Group personnel in accordance to the standards set forth in *Our Five-Star Health & Safety Plan*.

Transparent Barriers. The Hotel will provide Wynn-branded transparent barriers for existing built-in registration areas being used during the event. We also encourage barriers for face-to-face transactional events such as exhibit halls, service desks and information desks. Groups can anticipate the following transparent barriers to be in place as provided by the Hotel:

Wynn Meeting Space:

- Registration Desk 1 3–5 barriers
- Registration Desk 2 3–5 barriers
- Registration Desk 3 3–5 barriers
- Registration Desk 4 2 barriers (maximum)
- Registration Desk A 3–5 barriers
- Registration Desk B 3–5 barriers

Encore Meeting Space:

- Registration Desk 5 3–5 barriers
- Registration Desk 6 2 barriers (maximum)

These transparent barriers cannot be reallocated for use in other areas or Group buildouts. The Hotel can provide pricing for creation of additional barriers for Group's use.

Signage.

- The Group's branding plan will need to be reviewed in advance with the Convention Services Manager. **NOTE:** The Hotel may limit signage and floor displays in function spaces to allow for physical distancing in walkways.
- Hotel will place signage throughout meeting spaces reminding guests of physical distancing, proper hygiene, hand-washing and use of PPE. Hotel will also place reminders about proper protocol for guests experience symptoms of COVID.

MEETING AND EVENT SPACE USES (CONT.)

Event Set-Up Guidelines. As requirements are continuously evolving, all seating capacities and floor plans will be reviewed on an event-by-event basis to ensure compliance with physical distancing recommendations from the state, CDC and GOB. Your Convention Services and/or Catering Manager can provide maximum set diagrams as needed for rooms to adhere to both current physical distancing standards, as well as compliance requirements currently set forth by the regulations and codes of the Clark County Fire Department.

Maximum set capacities have been adjusted to account for current physical distancing standards. Please do not refer to the Set-Up Guide for maximum setups, as this policy modifies the published Set-Up Guide. If occupancy mandates are in place, all event sets must include all staff (Hotel or Show Management) as a part of a room's occupancy. This may include AV tech, banquet servers and group speakers. Below are some general guidelines for physical distancing on sets.

Classroom, U-Shape, Hollow Square.

- 6x18 feet or 6x30 feet: set with 1 chair.
- 8x18 feet or 8x30 feet: set with 1 or 2 chairs maximum (Must maintain 6 feet between chairs)

Theatre.

- Chairs will be set individually with 6 feet of spacing around each chair.

Rounds.

- 66-inch Rounds: set with 4 chairs maximum per round.
- 72-inch Rounds: set with 6 chairs max per round.

NOTE: Crescent-style seating will not be offered at this time.
Round tables will be spaced a minimum of 9 feet apart.

Boardrooms.

- Ravel, Bach and St. Julien: Maximum 10 people per table
- St. Pierre: Maximum 8 people per table
- Puccini: Maximum 6 people per table

Additional space may be added, subject to availability, if contracted space does not allow for revised physical distancing sets.

BANQUETS

Menu Offerings. To comply with current local and state mandates as instituted.

- Butler passed canapes may be available when individually plated and served to guests that are seated at a table.
- Catering menus have been redesigned with more emphasis on plated served meals or pre-packaged boxed “To Go” meals.
 - Additional Continental Breakfast and Lunch offerings are available online.
 - Breakfast, Lunch and Dinner buffets will be available when served by an attendant and chef. Action Stations for receptions will also be executed by either a chef or server attendant from behind a transparent barrier. Transparent barriers will be provided by the Hotel.
 - Cutlery and linen napkins will be rolled in a sanitized environment and directly handed to each guest.

Coffee Breaks. Coffee Breaks may be offered from an Attended Station, Self-Service or Tableside.

- Attended Stations at set break times
 - Coffee Stations will be placed with proper physical distancing protocols, as well as ample queuing areas with signage and established markings.
 - Banquet Servers will prepare beverages for guests and will be served to a counter top, tabletop or service tray and not directly handed to a guest.
- Tableside Coffee Service before and during meetings
 - Hot and Cold Beverages may be offered tableside at the beginning of meetings and refreshed throughout the day at set breaks.
 - This service is limited to groups of 30 or less.
- Self-Service Beverage Stations
 - Coffee Urns feature touchless spigots.
 - Bottled Beverages will be adequately spaced for self-service.
- Condiments and break items will be limited to individual items served by an attendant.
- Proper physical distancing with signage and established markings will be required for line queuing in front of break service areas.
- Individually wrapped, 100% compostable straws will be provided upon request.

BANQUETS (CONT.)

Bar Service.

- Bar service can be executed from either a walk up bar in the rooms with decals indicating social distancing, or from a service bar to guests by a cocktail server to guests seated at a table
- Individually wrapped, 100% compostable straws will be provided upon request.

When local mandates allow for bar service to take place from a room where guests have the option of walk-up access, the below practices will be in place:

- Bars will be placed with proper physical distancing protocols, as well as ample queuing areas with signage and established markings that adhere to local and other governmental mandates.

Culinary

- Staff will be issued PPE, which must be worn as part of their daily uniform.
- All food deliveries will have original packaging removed and the contents transferred to plastic containers, which will be sanitized prior to entering the kitchen.
- Employees are responsible for sanitizing their workstations every four hours.
- All products are sourced from licensed and insured vendors that source from licensed, insured and inspected facilities.
 - All international products are inspected and cleared by the United States Customs Service.

GENERAL CONTRACTOR AND EAC CHANGES

The Hotel is committed to promoting a safe and healthy work environment for our employees, vendors and guests. Our requirements for conducting business on property have been adjusted to reduce the risk of spreading the virus that causes COVID-19. To perform work or supply any service to or on the premises of Wynn Las Vegas, LLC (including to Wynn* or Encore at Wynn) (the "Premises"), all Vendors/Contractors (hereinafter "Vendor" or "You") agree to abide by the following guidelines:

- You and your personnel must comply with local regulatory guidelines, CDC recommendations and Wynn's internal employee protocols as outlined in the *Wynn Health and Safety Plan* (Wynn Plan). The most recent version of the Wynn Health and Safety Plan can be found online at [visitwynn.com/documents/Wynn-Health-Plan.pdf](https://www.visitwynn.com/documents/Wynn-Health-Plan.pdf).
- You must notify your primary property contact if any of your personnel have been diagnosed with COVID-19. (Note: Individual(s) need not be identified by name.)
- You must notify your primary property contact if you experience a shortage of supplies or services that will impact Wynn, along with your relevant action plan and response protocols.
- You and your personnel must be approved to enter the property before arriving at the property; non-essential personnel will not be permitted.
- Your personnel must use authorized entrances and exits only, and undergo a health screening as outlined in the Wynn Plan.
- While working on-site, your personnel must immediately report any signs of illness or the known symptoms of COVID-19 to their supervisor, and the Vendor must immediately report the incident to their primary property contact or Hotel Security.
- All personnel will be required to wear a face covering (mask) while on property. Management reserves the right to provide exceptions on a case-by-case basis for individuals working alone and outdoors.
- Enhanced work area cleaning and sanitation procedures must be implemented and enforced consistent with the Wynn Plan.
- These guidelines or any other directives do not change the requirement to follow all OSHA and regulatory requirements while performing tasks on Wynn property, including the use of appropriate Personal Protective Equipment (PPE).

Any issue of non-compliance with these guidelines shall be a basis for the suspension of work. The Vendor will be required to submit a corrective action plan detailing each issue of non-conformance and a plan to rectify the issue(s). The Vendor will not be allowed to resume work until your primary property contact and Wynn Safety approve the revised plan. Any additional issues of non-conformance may be subject to action against the Vendor's prequalification and authorized work status.

PHYSICAL DISTANCING IN EVENTS

Physical Distancing standards should be implemented as required throughout an event. In order to properly physical distance in heavy-traffic areas with face-to-face interaction (i.e., registration areas/desks, exhibit booths and show management information desks), we encourage the use of transparent barriers. We also recommend Groups consider the following event implementations:

- Communicate in ADVANCE. Set the standards and let attendees know what they can anticipate, and what will be expected of them while attending the event.
- Reiterate the rules. Be sure the guidelines are also made clear to attendees in person. This can be via additional signage or acknowledgements at registration, as well as general housekeeping announcements in opening sessions.
- Keep your distance. Post reminders of physical distancing guidelines throughout the event—especially in more public areas. Communicate and formalize a “No Hugs and Hand shakes” policy.
- Work within a track system. Minimize the concerns of physical distancing by setting attendees on separate agendas as a group in order to control head counts throughout the event spaces at various times.
- Speakers on the move. Consider rotating speakers from room to room (instead of attendees) in order to reduce crowding in public foyer spaces.
- Safety in numbers. When breaking sessions, stagger times to manage the total number of attendees breaking at one time. For larger sessions, break or dismiss the session by row, zone or group type attendee type. Be sure attendees are informed of the best exits to minimize bottlenecks at one particular door.
- Give them time. Due to required physical distancing, movement through lines and from space to space may take longer, so added time for breaks will be key. This will also allow for proper cleaning and refresh of rooms.
- Lengthen the event. Add multiple time slots for the same content, more hours to each day's sessions or additional days to the overall agenda.
- Give direction to attendees. Apply one-way directional floor decals in public or heavily trafficked areas (i.e., General Sessions, Exhibit Halls).
- Line them up. Create lines with physical distance markers anywhere you anticipate lines to form (i.e., registration areas, restrooms, breaks, exhibit booths).
- Provide elbow room. Be mindful of additional displays, signage and sponsorship materials that may crowd more public or heavily trafficked areas. When you anticipate heavy crowds, work to widen aisles or remove furniture for better flow.
- Cleaning is key. For public-use items (i.e., registration terminals), be sure to frequently and properly sanitize in accordance to CDC standards.
- Minimize sharing. For items that are communal or “high-touch” (i.e., pens), rethink options for sanitation between uses or perhaps provide giveaways for attendees to keep after use. Be sure to inform attendees that such items are for their use only and should not be passed directly from person to person.

THE GUEST JOURNEY

An attendee's experience at an event is not just limited to meeting and events spaces, but includes time spent in various additional spaces throughout the Hotel. Below are some key touch points for your attendees, and what they can anticipate during their stay.

Guest Arrival at Valet (Currently offered at Wynn and Encore Tower Suites only)

- Valet attendants will greet guests and request the driver to roll down the windows, turn off the air conditioning and place the car keys in the cup holder.
- Valet attendants will use hand sanitizer after each interaction with a guest's vehicle.
- As guests enter the resort, doors will either be propped open, are automated or manually operated by an employee or will have hand sanitizer available.
- Guests requesting Bell Service will be assisted and the bell cart will be cleaned after each guest is assisted.

Guest Arrival by Taxi, Ride Share and Non-Wynn Limousines

- Guests will enter the resort through doors that are either propped open, are automated or manually operated by an employee. In the absence of those, hand sanitizer will be available.
- Guests requesting Bell Service will be assisted and the bell cart will be cleaned after each guest is assisted.

Guest Arrival by Wynn Limousine (SUVs and Sedans)

- Limos will be thoroughly cleaned before and after each use.
- Guests will be required to wear provided face coverings.
- Guests will not be permitted in the front passenger seat.

Guest Arrival by Group Transportation (Bus or Mini-Coach)

- Transportation would be arranged through an outside provider. Please be sure they are familiar with current state guidelines and mandates.
- Guests must wear face coverings,
- Group drop-off will be at dedicated Bus Loop loading and unloading areas.
- Guests should exit the vehicle in a staggered fashion to allow time for luggage collection (if desired).
- Bell Services will take luggage and deliver upon guest check-in by placing it just inside the guestroom door. Guests would need to be billed to the Group master account and Group will need to sign a waiver to acknowledge and accept the entry. Bell Service will deliver bags to guest rooms without guests present when Group portage is paid. (Note: Bell Services will need to break the housekeeping sanitation seal in this scenario, and re-inspection will not take place prior to guest occupancy. Group should communicate this change in protocol to attendees in advance of arrival.)

THE GUEST JOURNEY (CONT.)

- Group-arranged transportation for off-property events should account for physical distancing, face coverings and proper line-queuing. Guests may be subject to thermal scan upon return.

Resort Entry (all arrivals)

- A security officer will greet each visitor as they enter the resort.
- Guests will be screened for temperature, encouraged to use hand sanitizer, and be provided a mask or face covering to be worn on the property.
- Appropriate signage will also be prominently displayed outlining proper face covering usage and current physical distancing practices implemented throughout the resort.

Hotel Guest Elevators

- The button panels will be cleaned and disinfected at regular intervals, at least once per hour.
- Signage will be posted to explain the current procedures.
- It is recommended no more than four guests not in the same traveling group ride in an elevator together.
- Guests riding in elevators with guests not in their traveling group are required to wear face coverings.

Guest Room Disinfection

- Guests will be assigned a room that has been thoroughly cleaned, disinfected and sealed with a disinfection sticker the guest will break upon entry.
- Each guest room will be provided a COVID-19 Awareness Card outlining the health and disinfection steps being taken by the resort.
- A spray bottle of sanitizer or wipes will be provided in each room for guest use (subject to availability and stored out of reach of small children).

CLEANING PRODUCTS AND PROTOCOLS

Our resorts use cleaning products and protocols that meet or exceed CDC and Occupational Safety and Health Administration (OSHA) guidelines. The disinfectants being used are listed on Environmental Protection Agency (EPA) List N, meet the criteria for use against SARS-CoV-2, (the virus that causes COVID-19), and are effective against viruses, bacteria and other airborne and bloodborne pathogens. Electrostatic disinfectant sprayers containing hospital disinfectant will be used as appropriate in enclosed spaces. We are working with our vendors, distribution partners and suppliers to ensure an uninterrupted supply of these cleaning supplies and the necessary PPE. PAD, Housekeeping and Stewarding will be the primary departments responsible for all cleaning and disinfecting in their respective areas (per regular business operating procedures). Other departments will support as appropriate for employee and guest service and safety. In preparation for our public re-opening we have continually maintained the property and thoroughly cleaned and disinfected high-traffic areas and contact surfaces throughout the resort.

Public Spaces and Communal Areas. The frequency of cleaning and disinfecting has been increased in all public spaces with an emphasis on frequent-contact surfaces including, but not limited to, front desk check-in counters, bell desks, elevators and elevator buttons, door handles, public bathrooms, room keys and locks, ATMs, escalator and stair handrails, casino cage counters, gaming machines, gaming tables, gym equipment, dining surfaces and seating areas.

Guest Rooms. Industry-leading cleaning and disinfecting protocols are used to clean guest rooms, with particular attention paid to high-touch items including television remote controls, toilet seats and handles, door and furniture handles, water faucet handles, nightstands, phones, in-room control panels, light switches, temperature-control panels, alarm clocks, luggage racks and flooring. The existing Amazon Alexa units allow for touchless control of key features including drapery, air conditioning and lighting. Upon checkout each room will be thoroughly cleaned and disinfected using EPA List N - approved chemicals and then sealed with a disinfection sticker.

Guest Room Entry for Group Deliveries. For guest safety, room drop deliveries to guestrooms will only be permitted when guests are present in their room. If a guest is not present, Bell Services will message the room for guest to call in a request for delivery. No room drops in advance of guest check-in will be permitted. The same protocol would apply to in-room dining amenities or advance orders.

Laundry. All bed linen and laundry will continue to be washed at a high temperature and in accordance with CDC guidelines. Dirty linen will be bagged in the guest room to eliminate excess contact while being transported to the laundry facility.

Back-of-House. The frequency of cleaning and disinfecting will also increase in high-traffic back-of-house areas, with an emphasis on employee entrances, dining rooms and restrooms, uniform control rooms, loading docks, offices, kitchens, security scanning podiums, Employee Relations service desks and training classrooms.

CLEANING PRODUCTS AND PROTOCOLS (CONT.)

Shared Equipment. Shared tools and equipment will be disinfected after each shift or any time the equipment is used by or transferred to a new employee. This includes phones, radios, computers and other communication devices, payment terminals, kitchen implements, engineering tools, safety buttons, folios, cleaning equipment, keys, time clocks and all other direct-contact items used throughout the resort. Refrigerators, water coolers and coffee brewers with disposable cups and single-serve condiments and creamers may continue to be used with proper hand hygiene and enhanced disinfection protocols. Shared condiments and personal items including reusable food and beverage containers, coolers, cups and bags may not be used until further notice.

Room Recovery Protocol. In the event of a presumptive case of COVID-19, the guest's room will be removed from service and quarantined for at least 24 hours before cleaning and disinfecting. All rooms with a presumptive or confirmed case of COVID-19 will be thoroughly cleaned and disinfected with Ultraviolet Light (UV) or electrostatic spray technologies. In the event of an identified, positive case, the room will only be returned to service after undergoing cleaning and disinfection that meets or exceeds SNHD's *Enhanced Cleaning of Guestrooms During COVID-19 Pandemic Protocol* and applicable state laws including NRS 447.100, which requires the room remain out of service for a minimum of 48 hours following the complete disinfection of the room.

Air Filter and HVAC Cleaning. The frequency of air filter replacement and HVAC system cleaning has been increased and fresh air exchange will be maximized.

Face Covering and PPE Distribution Locations.

Front-of-House

- All Resort Entrances, Registration, Red Card Kiosks, Limousines

Back-of-House

- Face Coverings
 - Employee Entrances
 - Uniform Distribution
- All Other PPE – Department Specific Locations
 - Kitchens,
 - Housekeeping
 - PAD Closets

PHYSICAL DISTANCING

We will meet all state and local authority requirements on proper physical distancing for applicable areas throughout the resort. For example, all casino areas and restaurants are currently mandated to be limited to 50% occupancy, as well as maintaining 6 feet of separation where applicable.

Queuing. Any area where guests or employees' queue will be clearly marked for appropriate physical distancing. This includes ingress, check-in, checkout, time clocks, elevator lobbies, coffee shops and casual dining and transportation lines.

Satellite Check-In. Group check-in options are available as long as proper space to physically distance attendees can be maintained. In addition, a Group manifest will be required for satellite check-ins in order to ensure enough space and registration areas are available to meet check-in timeframe standards.

Hotel Front Desk, Business Center and Concierge. Whenever possible, employees will use every other workstation to provide for proper distancing between employees.

Restaurants and Bars. Restaurants and bars will reduce seating capacities per table and venue to meet state and local requirements, and to maintain appropriate distancing between each seated group of guests traveling together. Reservations will be required for full-service restaurants and guests waiting to be seated will be asked to not wait inside the restaurant; restaurants will text or call guests waiting to be seated once their tables are ready. Guests will not be allowed to congregate at bars.

Slots Operations. Slot machines will be disabled and/or reconfigured with the chairs removed to allow for proper physical separation between guests and to ensure occupancy does not exceed 50% of the casino area. Casino supervisors and managers will ensure guests do not congregate in groups.

Table Games Operations. In accordance with regulatory guidelines and requirements, table games will have chairs removed and playing positions limited, based on the type of game. Casino supervisors and managers will ensure guests do not congregate in groups and that occupancy does not exceed 50% of the licensed capacity.

Meeting and Convention Spaces. Meeting and banquet set-up arrangements will allow for physical distancing between guests in all meetings and events based on CDC and state recommendations. Self-serve buffet-style food service will be suspended and replaced by alternative service styles. Ballrooms and meeting rooms will be limited in accordance with state mandates.

Retail Spaces. In coordination with our retail partners and tenants, stores will be limited to 50% guest occupancy and store employees will ensure guests follow physical distancing requirements.

Pools. Pool areas will be limited to 50% occupancy, with seating configured to maintain 6 feet of separation between groups of guests traveling together. Attendants and lifeguards will ensure guests do not congregate.

PHYSICAL DISTANCING (CONT.)

Salons. Hair, nail and skin care treatment areas will be configured to allow for a physical divider or 6 feet of separation between chairs and other guests. Reservations will be required, and guests will be asked to wait outside of the salon until their appointment time. Guests will be required to wear a face covering or mask, unless impracticable.

Spas. Spa treatments will be available in private treatment rooms by appointment only. All communal areas including locker rooms, saunas, steam rooms and plunge pools will remain closed until allowed to reopen by state and local authorities. Restrooms will remain open.

Fitness Centers. Fitness Center capacities will be limited, and equipment reconfigured to allow for appropriate separation between guests.

Back-of-House. Physical distancing protocols will be used in the employee dining rooms, uniform control areas, training classrooms, shared office spaces, employee services windows, warehouses, and other high-density areas in order to ensure appropriate separation between employees.

For further *inquiries*:

Please contact Hotel Sales
at (702) 770-7800

Thank you.

