



## COVID-19 RESORT UPDATES

Fripp Island wants to assure you that the safety of our members, guests, and employees remains our top priority. We are working diligently to ensure we are prepared to conduct business without interruption during this evolving health situation.

Like many others, we are taking guidance from the CDC, which recommends regular cleaning as one of the most important preventive measures we can take. We would like to share with you some new guidelines we are implementing for group outings and planned events such as Weddings, Golf Outings and Corporate Retreats.

We appreciate your cooperation and look forward to helping you plan your event. If you have any questions or concerns, please contact your event manager at the resort.

Sincerely,

Kathy Klutz  
Director of Sales & Catering  
Fripp Island Golf & Beach Resort



## NEW GUIDELINES BEING IMPLEMENTED

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- Limit the size of events to 50 people or less, this does not include staff and vendors.
- We will no longer serve a buffet. All buffets can be turned into stations, with each station having its own culinarian to help prepare and serve food. There will be an additional culinarian fee for each individual station.
- Passed Hors-d'Oeuvres will no longer be allowed. Hors-d'Oeuvres can be set as a stationary station with a culinarian serving or each person can be served a plate for a seated dinner and would be considered the first course.
- Hand sanitizing stations will be set up at each event for guest use.
- Tastings - all events scheduled for 2021 will be able to begin tastings at the beginning of 2021. All events scheduled for the rest of 2020 will be on a case-by-case basis.
- Site Visits - each guest is required to wear a mask at all times during the site visit along with the sales manager.
- We will comply with the most recent state sanction for event occupancy capacity guidelines as they evolve when planning events. We will also communicate that during the planning process regulations may change, but will be communicated in a timely manner.
- All catering may include a Safety Surcharge based on the service style, amount of guests, and the special requirements of your event.
- Golf outings are limited to a maximum of 48 players. We will put you in touch with the course to find out all of the new guidelines.



# CATERED EVENT(S) WITH SMALL PLATE STATIONS

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## *Procedure Changes*

- All food and beverage staff will always wear disposable gloves and face masks
- All strolling stations and small plate stations are to be served out by a gloved staff member, guests are NOT serving themselves
- Cold food in single serve units, where/when appropriate
- Desserts in single service units or heat and serve, where/when appropriate
- Snack items are single serve units where/when appropriate

## *Guest Changes*

- Guests will not handle any service utensils such as tongs or spoons
- Plates will be composed by the service staff behind the station with direction from the guest(s)
- All food accompaniments/condiments will be provided by the food and beverage staff
- Expanded footprint of tables and less condensed station design to allow for additional workspace and distancing among guests and staff

## *Service Changes*

- No longer allow passing staff to take or hold any soiled vessels and or napkins which have been handled by guests
- All soiled small wares and napkins will be cleared by staff who are designated to handle those items
- Tray Jacks will be readily available to guests to place their used glasses near bar to avoid bartenders having to handle glasses



# CATERED SEATED EVENT(S) & DINING ROOM SET UP

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## *Service Changes*

- The maximum table set is for 8 guests
- Tables will be a minimum of 6' apart from each other
- All servers and culinary staff will always wear disposable gloves and masks during the set up and service of dining rooms

## *Table set up:*

- Linen used once only
- Rolled cutlery in napkin
- Glassware is inverted or covered with paper logo liner or served out by server
- Upon request, individual salt & pepper, sweetener, creamer, butter, lemons, dressings
- All courses are to be served, including bread

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## SEATED EVENTS & DINING ROOM SET UP

*Each State and county has different regulations on room maximum capacity. Please check with your local authority.*



## CATERED EVENT(S) BAR & BEVERAGE EXPERIENCE

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### *Procedure Changes*

- All bartenders will always wear disposable gloves and masks
- Single-use glass or disposable only (no refilling used/previously handled glasses)
- Designated staff will only buss previously handled glasses and change their gloves in between rounds of bussing
- Straws will be individually wrapped and handled only by the bartender prior to handing to guests
- Cocktail napkins will no longer be placed on top of bar and will be handed to guests as requested.
- We will no longer offer self-serve non-alcoholic beverage stations and recommend that all beverage and coffee stations are attended by at least one gloved, masked staff member to avoid additional contact by guests
- Single-use stir sticks, coffee creamers, and pre-positioned disposable coffee cup and lids are recommended to avoid additional contact by guests

### *Guest Changes*

- Guests will not handle any service utensils such as tongs or spoons



## WHEN IN DOUBT, MASK UP!

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- This is a county mandate. This applies to all private events as well.
- We request that you participate in appropriate social distancing, providing six feet of space between yourself and others both indoors and outdoors.
- We require that you wear a mask at all times when indoors (with the exception of your accommodations) and outdoors at any organized activity or public gathering area. Masks are not required to be worn while at the pool or sunbathing, but social distancing should be observed.
- In restaurants, we require that you wear a mask until you are seated at your table. Prior to getting up from your table, we require that you put your mask back on.
- We encourage you to wash your hands often and use sanitizer placed around the property.

*Starting July 11th for the duration of the State of Emergency. This executive order prohibits the sale or consumption of beer, wine, or alcoholic liquor on any licensed premises between the hours of 11:00 PM and 10:00 AM the following business day.*

Please respect our associates as they assist you with any of the above guidelines. Our goal is to provide the highest level of service possible and keep our associates, guests, and members healthy and happy. It remains our shared responsibility to protect each other by closely following the safety protocols outlined by the CDC and state health officials. We remind you to pay close attention to your own health and symptoms. If you feel symptoms, have received a positive test for COVID-19, or have been around someone who has tested positive for COVID-19, please inform our management team as soon as possible so we may take the necessary precautions.

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We'd like you to know that Fripp Island Resort has been organically monitoring all the data from various sources to maintain safe practices. We are in constant contact with local officials and site leads to make sure that we are up to date with necessary guidelines to ensure safe operations. There will continually be newly implemented measures and guidelines to which we must follow, but we can assure you that everything in our power is and will continue to be done. Any information that we obtain will be shared not only with our staff, but our clients, customers, and community as well.

If you're reading this, then you know Fripp Island Resort considers you a part of our family and like all other hard times, we will all get through this together. We want you to know that we are working diligently with our staff and venues to follow the CDC and World Health Organization's guidance to ensure we use the best practices and safety measures during this temporary time of caution due to COVID-19.

We are ready to be at your service.

