

FUUSB SPACE USE POLICIES (Updated 2/11/22)

***Group leaders are responsible for ensuring that participants adhere to these policies.
Any policy exceptions must be approved in advance by FUUSB staff. Thank you!***

1. All space use must be scheduled in advance and approved by FUUSB staff. Please email the Society Administrator at mary@uusociety.org with any questions.
2. Organizers should consider those who do not feel comfortable meeting in person and ensure that they can still participate in the activities of the group.

Current COVID Safety Policies

Please review our current COVID safety policies before your event, as they are updated regularly.

3. During this time of increased COVID infections, we encourage all groups to meet remotely or outdoors if possible.
4. Please be familiar with and follow Vermont Dept. of Health COVID guidelines: healthvermont.gov/covid-19/symptoms-sickness.
5. Anyone experiencing possible COVID symptoms should not attend gatherings.
6. While inside the Meeting House, please wear a mask over your nose and mouth at all times, and maintain safe distancing (at least 6 feet). One person at a time may be speaking or singing without a mask at the front of the Sanctuary.
7. If meeting outdoors, masks are not required unless there are children under age 5 or immunocompromised individuals present. Outdoor groups must maintain safe distancing.
8. Groups must adhere to current FUUSB gathering size and space capacity limits for each space.
9. At this time, food and beverages may only be served outside.
10. Small groups may sing together if all participants wear masks and are distanced. If you plan to have group singing with more than 20 people at your event, please email mary@uusociety.org.
11. Interior doors and some windows must be open for ventilation during indoor gatherings. In the basement Community Room, the exhaust fan must be on.
12. We encourage groups to maintain a record of attendees in case close contacts need to be notified of a COVID infection. If you would like to have participants register for your event through [Realm](#) or rsvp.church, please email mary@uusociety.org.
13. **FUUSB groups only:** We ask that you be fully vaccinated. If you develop a COVID infection after being in the building, please follow the instructions on the [Vermont Department of Health website](#) and contact [Christina](#) so that she may notify others with whom you may have had close contact.

General Site Use Policies

14. Smoking, alcohol, or drug use are not allowed on the property, including parking lots.
15. Food or beverages (other than water) are not permitted in the Sanctuary.
16. After the event, groups are expected to clean up space used. Please use appropriate recycling, compost, or trash receptacles.
17. Parking lot is not available before 5 p.m. on weekdays. If event begins before 5 p.m. the driveway may be used as space permits.
18. Group leaders are responsible for payment for any FUUSB property damage or loss.
19. If event times change, please email mary@uusociety.org to determine if schedule changes are possible. Please also notify us of other changes such as facilitator contact information.

Rental-Specific Policies

20. Non-FUUSB events open to the public require a current certificate of liability insurance to be submitted before the event date, with First Unitarian Universalist Society listed as additional insured.
21. Any deposits are due at time of reservation and are non-refundable. Balance is due by day of event. Payments must be mailed to FUUSB, 152 Pearl St., Burlington, VT 05401.