

Local Fair Safety Guidelines

Date: [Insert Date]

To: [Insert Recipients]

From: [Insert Sender's Name]

Subject: Safety Guidelines for [Insert Fair Name]

Dear [Insert Recipients],

As we prepare for the upcoming [Insert Fair Name], we are committed to ensuring the safety and well-being of all participants, vendors, and attendees. Below are the safety guidelines that must be followed during the event:

General Safety Guidelines

- Wear masks in crowded areas.
- Practice social distancing whenever possible.
- Sanitize hands frequently; hand sanitizer stations will be provided.
- Stay home if you are feeling unwell.

Food Vendor Safety

- All food vendors must wear gloves and masks while serving.
- Maintain a clean workspace and regularly sanitize surfaces.
- Ensure that food is properly cooked and stored at safe temperatures.

In Case of Emergency

- Know the location of the first aid station, which will be marked on the event map.
- Emergency contacts and procedures will be posted throughout the fair.
- Report any suspicious activity to the staff immediately.

We appreciate your cooperation in following these guidelines to ensure a safe and enjoyable experience for everyone. Thank you for your attention to this important matter.

Best regards,

[Insert Your Name]

[Insert Your Title]

[Insert Contact Information]