



We are excited to welcome you to an upcoming event at the Madison Museum of Contemporary Art. MMoCA and Fresco, located on the museum's rooftop, are taking steps to protect visitor's health and safety, and working closely with the host of your event to minimize the spread of COVID-19.

While there is less risk involved when attending an outdoor event, such as one hosted in our rooftop Sculpture Garden, we are following all recommendations and guidelines required by Public Health of Madison and Dane County to help keep our guests, staff, and artists safe and healthy.

We ask that all guests attending an event at MMoCA review and agree to the following policies prior to arrival at the museum:

- Event guests will sign in and provide contact information upon arrival to allow for contact tracing in case an event guest or staff tests positive for COVID-19.
- Event guests and members of their household must not have experienced symptoms of COVID-19 in the 14 days leading up to the event, including fever, fatigue, difficulty in breathing, loss of taste, dry cough or any other symptoms relating to COVID-19 or other communicable disease.
- All event guests over the age of 2 must wear masks or cloth face coverings when entering the building, in the galleries, in shared spaces such as the elevator and lobby, and whenever appropriate during the event.
- We ask that all guests maintain a 6-foot "social distance" from others when possible during the event, including while entering and exiting the Sculpture Garden

Some celebrations, such as weddings, include extended families and large household units. We will work with the host of the event to enforce these policies discretely, as these relationships may not be obvious to museum staff.

To help keep event guests healthy, MMoCA and Fresco will:

- Increase custodial duties of public spaces, including elevator buttons, railings, door handles, tables, etc., before, during and after the event
- Review table set-up, presentation, and other set-up logistics with the host to determine best options to minimize close interaction with staff and guests
- Screen staff for illness prior to their shift, and require staff to wear masks or cloth face coverings whenever interacting with event guests.
- Whenever possible, staff will maintain a 6-foot "social distance" throughout their shift with event guests, coworkers, and others
- Employees working in the kitchen will wear gloves when preparing food items; MMoCA and Fresco staff will wash their hands upon arrival and regularly throughout their shift. (The CDC encourages frequent hand washing over glove use in restaurants.)
- Hand sanitizer and tissues are placed prominently throughout the building.

Additional policies and preventative tactics may be added or amended to ensure that we follow all Public Health of Madison and Dane County policies. While there is a risk of exposure to COVID-19 in any public place where people are present, we hope that with the above policies, you feel comfortable celebrating with your host at this upcoming event.

Feel free to contact the museum's Director of Public Operations, Bob Sylvester, at [bob@mmoca.org](mailto:bob@mmoca.org) with any questions or concerns.