

## Dear Merchant:

As many of you may have heard through various outlets, the State of California has approved Orange County to move farther into Stage 2, allowing in-person customers at restaurants and retail businesses, with modifications. In order to comply with this Safe Reopening Plan, the is requiring Businesses to follow guidance, and complete and post safe reopening plans and signage.

While there are many things to contemplate and prepare in order to reopen, we wanted to highlight a few items for your implementation below:

- Resource Orange County's homepage announcing Stage 2 enhancement on May 23, 2020 can be found here:
  - <a href="https://cms.ocgov.com/civicax/filebank/blobdload.aspx?BlobID=115845">https://cms.ocgov.com/civicax/filebank/blobdload.aspx?BlobID=115845</a>
- Restaurant Specific Required Safe Reopening Plan guidance are available on the County's website, available here:
  - https://covid19.ca.gov/pdf/guidance-dine-in-restaurants.pdf
  - <a href="https://covid19.ca.gov/pdf/checklist-dine-in-restaurants.pdf">https://covid19.ca.gov/pdf/checklist-dine-in-restaurants.pdf</a>
- Retailer Specific Required Safe Reopening Plan guidance available on the County's website, available here:
  - <a href="http://covid19.ca.gov/pdf/quidance-retail.pdf">http://covid19.ca.gov/pdf/quidance-retail.pdf</a>
  - http://covid19.ca.gov/pdf/checklist-retail.pdf
- Preparing Your Space will require making sure all your standard procedures are
  in place but also new ones. Have your tried and true teams and vendors ready to
  go, but consider any new needs and timing related to executing correctly.
- Experience Many customers may be venturing out for the first time, or are making limited trips, so it is extremely critical that their experience is made worthwhile, convenient, and feels safe and organized.

Please also view our COVID Resource page at https://www.newmarkmerrill.com/covid19

We are all in this together, and while we are learning new information all time, we are happy to work with you on any questions or concerns you may have. So, please contact your Property Manager to share your plans or any other ideas that come to mind.

Thank you,

Jeff Miyaoka Regional Property Manager NewMark Merrill Companies

