

## **Arapahoe County Fairgrounds and Event Center COVID-19 Guidelines and Capacities**

- The Arapahoe County Fairgrounds and Event Center follows the most up-to-date Colorado state guidance for events listed for venues.
- Please note that as current guidelines change, The Arapahoe County Fairgrounds and Event Center will adjust these policies and capacities.
- The Arapahoe County Fairgrounds and Event Center highly encourages all vendors, employees, hosts, and attendees to follow the applicable guidance shown in the links below for health and safety.

Indoor Events: <https://covid19.colorado.gov/safer-at-home/indoor-events>

Outdoor Events: <https://covid19.colorado.gov/safer-at-home/outdoor-events>

### **State Guidelines**

- Limit capacity depending on venue size accounting for usable square footage with a maximum of 100 people per room. 100 [is the indoor variance limit](#) for areas of “medium” viral spread. If counties want to achieve higher capacity levels, they need [to seek a variance](#).  
Arapahoe County has submitted a variance to CDPHE for 50% capacity, 28sq ft. per person or 175 people max indoors and 250 people outdoors. We will have door monitors to ensure capacities are not being exceeded.
- Capacity for square footage of usable space should be calculated using the [Social Distancing Space Calculator](#).  
These capacities for the Arapahoe County Fairgrounds and Event Center have been calculated in the graph below.
- Collect contact information of guests or attendees through tactics like taking reservations, requiring RSVPs, or having sign-in sheets, and times of arrival and departure to help with potential exposure notification whenever possible.  
The Arapahoe County Fairgrounds and Event Center will obtain a guest list at the 30 day walk-through. This will include first/last name, phone number, email address.
- Ensure 6 feet or more distancing between all employees, customers, contractors and visitors.  
The Arapahoe County Fairgrounds and Event Center will create a standard layout (tables, chairs, food area, bar and stage) in addition to social distance floor decals prior to the 30 day walk-through. Planners/Hosts will be responsible for communicating how distancing will be planned for employees, customers, contractors and visitors for the duration of the event. Social distancing measures will also need to be followed outdoors.
- Must create a queue at entrances that ensure a minimum of 6 feet of physical distancing between individuals and pace entry to prevent congestion.  
At no time should guests be queued to enter/exit a building. Natural staggered arrival and departure will allow to meet this guidance.
- Operate on a one-in-one-out basis when at capacity.  
Capacity max levels must be established prior to event date.

- Post signage with easy to interpret graphics in commonly used languages reminding everyone to maintain 6 feet of distance, wear masks, wash hands, etc. Signage is posted throughout event spaces and restrooms at The Arapahoe County Fairgrounds and Event Center.
- Establish single-direction traffic flow in and out of venue and seating areas. Consider separate entrances and exits. The Arapahoe County Fairgrounds and Event Center will place directional signage on entrances and exits at the direction of the planner on the day of the event.
- Increase janitorial and sanitization of restrooms and highly touched surfaces. The Arapahoe County Fairgrounds and Event Center will contract with a third party janitorial service to perform hourly checks of the restrooms and highly touched surfaces.
- If the event is catered, do not allow for self-service stations or buffets. The Arapahoe County Fairgrounds and Event Center will offer buffet barriers to eliminate cross contamination. Staff will require the Event Holder to designate servers for the buffet. These servers must serve and deliver the food to the guest table. Staff will allow onsite food trucks and outside licensed catering and beverage providers.
- Install touchless hand sanitizing stations at entrances and in high-traffic areas. Touchless hand sanitizing stations will be located throughout all event spaces.
- Tri County Health Department requires a cloth facial covering be worn for ages 10 and over and encouraged for ages 2-10, while indoors, at all times. While outdoors, if social distancing can be maintained, a cloth facial covering is not required but rather encouraged. Arapahoe County will require all indoor events to wear a mask at all times. Outdoor events that have socially distancing measures in place are not required, but encouraged, to wear a cloth facial covering.
- Remove games or activities that require or encourage standing around, congregating, or shared materials. This includes things like board or recreational games, bouncy houses, ball pits, shared dance floors (not for performances), or amusement booths or rides at fairs. All shared spaces at The Arapahoe County Fairgrounds and Event Center, including dance floors, may only be used while practicing social distancing.

## Arapahoe County Fairgrounds and Event Center Capacities

The following capacities have been approved through the Arapahoe County Variance. **50% capacity, 28sq. ft. per person, or 175 max. indoor, 250 max. outdoor, whichever is fewer.**

Venue Space	Square Footage	Capacity
Main Hall	7,225	175
East Hall	16,875	175
Exhibition Hall	24,870	175

