



COVID Safe Plan

Event: Affordable Wedding Expo

Business name: Wishful Events

Plan completed by: Susan Dibbs, Event Manager

Receptionist: Anita Day

Date reviewed: 25th July 2022

Ensure physical distancing at event

Signage at all entry points and in key spots around the venue.

Exhibitor stalls to be at least 1.5 apart

Exhibitors to stay at that stalls whilst at the event

Practise good hygiene

All lights to remain on to reduce touching switches.

Venue to complete regular cleaning of high touch spots and keep a log of cleaning

Hand sanitiser to be available at the front entrance, in foyer and on every exhibitor stand.

Soap and hand dryers to be checked regularly in toilets.

Vaccination

All exhibitors and staff to be fully vaccinated to attend