

### **Chicago Toy Show COVID adjustments for safety mandates:**

After over 25 years as a professional architect, Herb has experience developing designs compliant with local building codes and restrictions. COVID-19 has brought several changes for public environments with clear and concise specifications for safe public events and gatherings. We have been diligent in reviewing the State of Illinois Phase 4 Guidelines\*, and continue to stay abreast with updates, recommendations, and current local health conditions. *\*While recent legal challenges have impacted Illinois State Phase 4 requirements, we feel it prudent to move forward with physical booth spacing efforts to promote a healthy environment.*

We will continue to review and adjust for any new recommendations issued for our October 24-25 event, and will modify our protocols as necessary. Our revised building plans meet all requirements. We stand ready, prepared, and confident to be able to maintain a safe environment for sellers and buyers at our October 25 Chicago Toy Show.

### **Building Capacity Restrictions & Social Distancing aisle widths & booth layouts:**

To lighten the occupancy load in our venues to 50% or less of the legal fire safety occupancy limit and with intent to open space to allow 6ft social distancing, we have removed and relocated one complete row of exhibitors from each of our buildings and stretched out all booths. Please know that the relocated rows were selected based on floor space requirements - we had no other mathematical option. We appreciate everyone's understanding and flexibility.

All our single table dealers in Prairie Events have been relocated to Exhibit A. We are fortunate to have this quality space with that provides heat, outstanding lighting, and washrooms to compensate for the additional space recommended for COVID concerns. This building gives us the capability to eliminate congestion in the show.

The narrowest rows in Trades North and Trades South have been relocated to Poultry and Rabbit, and the center aisles in both Poultry and Rabbit have been reduced to a single line of tables and chairs.

Besides adjusting the density of our building floor plans, we also ensured that the footprint of each booth meets social distancing guidelines. Some larger booths already met these standards, and now all booths do so as well. The adjustments in our new floor plans additionally account for exhibitor seating requirements.

While our floor plans are posted a month early for exhibitor convenience and customer information, the October plans are posted on our website already to ensure everyone can rest assured that our venue will be a safe environment.

### **We ask that our Exhibitors follow state & health organization recommendations:**

As organizers of a public event, we diligently review all new State and County recommendations and will convey any information that has an impact as it becomes available. To put it simply, there continue to be some moving targets as the "Powers that Be" adjust to health concerns. Our unconditional goal is to provide an environment that mitigates risk as best as possible and ensures the safety of our customers and exhibitors. Please review your specific booth layout to know your environment, and abide by the new open space stipulations. Exhibitors are required to set merchandise on, above, and below the supplied tables. Exhibitors are not allowed to bring in outside tables of any size, or stack boxes or tubs to make impromptu display areas in the required open space. Exhibitor seating locations are also noted on the plans to show social

distance. Booths and floor space currently meet recommended social-distancing and cannot be changed. It is the Exhibitor's responsibility to review the posted floor plans / booth layouts and contact us with any requests for consideration and approval. Revisions will be posted accordingly. If you need additional table space, please contact us so we may make arrangements ASAP.

**Fresh air requirements:**

Prairie Events Center Building (**West, East and Atrium**), and **Exhibit A** building:

Mechanical Air Handlers will be running to enhance fresh air exchange rates. To reduce common touch points, entry walk-in doors (NOT the overhead loading doors) will be secured in the open position. Please dress appropriately and bring measures to secure your merchandise and displays so they are not adversely affected by air flow.

**Trades, Rabbit and Poultry** Buildings:

These buildings are not equipped with mechanical air exchange units, so overhead and walk-in doors will require being secured in the open position for air flow. These overhead doors are generally open anyway. Please dress appropriately and secure your merchandise and displays so they are not adversely affected by air flow.

**Face masks and hand sanitizers:**

Face masks are currently recommended by the State of Illinois and Federal Health Organizations. Noted exceptions for individuals with medical conditions or disabilities that prevent them from safely doing so. To comply with state recommendations and to ensure the safest environment, we ask all participants to practice social distancing techniques and to wear a face covering if they are comfortable doing so.