



UPDATE ON RENTALS OF OUR FACILITIES RELATED TO COVID-19

Revised May 12, 2020

The County of Los Angeles & State of California have extended the “Safer at Home” initiative indefinitely, but, in the meantime, are rolling out a four phase re-opening plan over the next few weeks and months.

Artesia DES understands your concern for the COVID-19 situation and how it will potentially affect upcoming events that you may have scheduled with us or are considering scheduling. We know that the issue is especially pressing for those who have events planned for our facilities over the next two months. The Board of Directors of Artesia DES are actively taking steps to help you feel comfortable with our venue, either on your scheduled date or for another date in the future.

We have devised the following approach to help you remain comfortable and make you aware of guidelines and criteria to help you make the best decision on how you want to proceed.

- Artesia DES **will not** cancel any events that are organized by our customers renting the facilities for their personal events unless required to do so by law or unless there is a clear and present danger to public health/safety
- If your event occurs prior to **July 31, 2020**, we will proactively work with you to re-schedule your event
 - We will work with you to move your event to a mutually agreed upon and available date in the future at no extra charge
 - If we are unable to identify a date that works for you prior to requiring cancellation, we will return all payments and deposits at that time
 - As always, dates are subject to availability and are first come first serve
- If your event occurs **after July 31, 2020** and you choose to cancel your event, you will be subject to all fees and forfeiture of payments and deposits as stipulated in your rental contract
- It is important to reiterate that the fee waivers granted for events prior to **July 31, 2020**, are an exception to our regular policy and that it does not set precedent for future events
- We will continue to review this rapidly evolving situation closely and assess if any changes to this policy are required
- We encourage you, the Renter, to stay calm and monitor events as they change

If you plan to postpone your event, please call 562-865-6283 and we will work with you to re-schedule based on the guidelines above. Note that we will prioritize events prior to **July 31, 2020** first and will handle those in chronological order by your current event date. If you are scheduling a new event or wanting to move an event later in the year or next year, please bear with us so that we can take care of the most pressing needs first.

We appreciate your patience and understanding during these unprecedented and uncertain times. Please visit www.eventsatades.com for updates.