



### COVID-19 Plan

We're closely monitoring local and national reports on the evolving impact of COVID-19. The health and well-being of our employees, hotel guests, and conference attendees are of the utmost importance to us. Based on guidance from the Centers for Disease Control (CDC), the World Health Organization and applicable public health agencies, we've developed a plan that will allow us to be proactive and to respond timely and appropriately. Our thoughts are with all those presently impacted by the coronavirus.

At the present time, our hotels and offices are fully operational and open for business. Our housekeeping and sanitization efforts in our hotels and restaurants have always been a top priority. We are now adding increased frequency to all of our efforts in disinfecting often-touched surfaces such as door handles, countertops, keypads, remote controls and restroom surfaces. Our employees follow the CDC guidelines to prevent the spread of the infection, and we urge all guests to do the same. **Wash hands often. Use hand sanitizer when soap and water are not available.**

We have developed further guidelines for those guests who will be gathering for events at our properties.

1. Hand sanitizer stations will be set up throughout the property.
2. Antibacterial soap will be used and monitored regularly in the restrooms.
3. We will institute a NO HAND-SHAKE policy for event attendees and employees. The "Elbow-Bump" or the "Foot-Bump" may be used instead.
4. Anyone that is feeling ill prior to their arrival at the facility is encouraged to not attend.
5. Anyone that begins to feel ill while at the facility, please visit the closest Urgent-Care facility (FastMed)
6. Wash hands and use sanitizer regularly.
7. Feel free to bring your own Lysol and Clorox wipes to use in your rooms.

Governor Roy Cooper (North Carolina) took the next step in the state's coronavirus COVID-19 preparedness plan today and issued an executive order declaring a state of emergency. The declaration activates the Emergency Operations Center to help agencies coordinate from one location and makes it easier to purchase needed medical supplies, protect consumers from price gouging, and increase county health departments' access to state funds. In addition to Governor Cooper's emergency declaration, the North Carolina Department of Health and Human Services (NC DHHS) is making several recommendations to slow the spread of COVID-19 and reduce the number of people infected.

We will remain open for business and encourage our guests and clients to take the above precautionary measures to ensure the spread of Covid-19 is minimized.

Jeff L. Burns  
Chief Operating Officer

