

6/16/20

Guidelines for Outdoor Events During COVID-19
Indiana State University

The following guidelines are effective July 6 through December 31, 2020.

1. As prior to COVID-19, outdoor events may only be scheduled by University organizations and departments. Exceptions for this guideline include athletic facilities and the Sycamore Outdoor Center.
2. Outdoor events are limited to the following schedulable spaces: Dede Plaza, the Quad, Wolf Field, Tirey Patio, Recreation East, Kennedy Field, the field north of University Hall and the field west of the HHS building.
3. All outdoor events require approval of the Special Events Committee. The Special Events Request form is available on the Conference and Event Services website, <http://venues.indstate.edu/forms>. The application requires an explanation of how event organizers will encourage social distancing and remain compliant with ISU's COVID-19 Event Protocols.
4. Banners and/or posters that remind participants of social distancing practices are encouraged.
5. Tabling in Dede Plaza is allowed and can be scheduled through Conference and Event Services.
6. Food service at outdoor events is limited to individually packaged items or food plated and served by Sodexo employees.
7. Inflatables, climbing walls, carnival games and other activities that require equipment sharing are prohibited.
8. Hand billing is prohibited. Giveaway items are discouraged. If giveaway items are provided these items should be distributed through a "grab and go" process and individually wrapped.
9. Tables at outdoor events must be six-feet apart.
10. Events should be planned, when possible, to encourage staggered arrival and departure times.

This University guidance is subject to change as more guidance becomes available from public health and government officials. Please check back periodically for updates prior to your event.

Contact Information: Conference and Event Services, 812.237.3817, isu-conferenceandeventservices@mail.indstate.edu