

Everyone at K&K Insurance Group hopes that you are surviving these unprecedented times. As are you, we are anxious for racing to start up again. We have received many questions about re-opening and have put together this reference guide for your use. While this is likely not comprehensive as details and information are coming out almost daily, links to key sources of information will allow you to access information as you need. Thank you for the trust you have placed in K&K. We hope to live up to your expectations every day and wish you and your staff the very best as we all look forward to the return of motorsports!!

First, K&K has updated the home page of our website with many links to valuable resources about venue operations: www.kandkinsurance.com. A couple of the key sources of information can be found at the CDC and U.S. Chamber of Commerce websites:

www.uschamber.com/co/start/strategy/small-business-resources-for-surviving-coronavirus
www.cdc.gov/coronavirus/2019-ncov/community/large-events/index.html

With the need for social distancing due to the fact this virus spreads via human contact, how can you re-open when there are several contact points with your customers? Spectator entry gates require payment transactions and ticket verification. The Pit Gate requires payment, waiver execution and application of some identification item like a wristband or credential.

For payments, the CDC highly recommends using credit cards, tap to pay systems or online payment portals rather than cash to help eliminate a contact point.

The use of electronic waivers has been a growing topic of conversation for some time and today's situation brings this into clear focus. K&K is working with firms offering electronic signature processes and will add approved firms as they happen. At this time, Pit Pay is approved (www.pitpay.com). You can find their contact information on their website. This is a mobile based application that will process pit pass payments as well as offer electronic waivers. Tell them you are insured by K&K and the K&K waiver will be included in your onboarding. Your participants will have to download the app in order to pay and sign the waiver.

Some have expressed a level of concern about the electronic waiver process and would like to continue with paper forms. We have single signature forms available and can provide a PDF version for you to print locally until we can get forms to you. You will likely have to provide pens.



1155_1SL_RELEASE&WAIVER
.pdf



1068_PARENT_MINOR_WAIVER.pdf

We have also prepared a **Communicable Disease waiver** that is not pit area specific since the virus can affect us all. It would be more ideal to secure signatures from spectators as well when the time comes to open the front gates, but we know that may not be practical. For the spectator areas, you should at the very least post warning signs related to COVID.

We have created these samples that you can take to a local printer.



COVID SAMPLE WAIVER.pdf



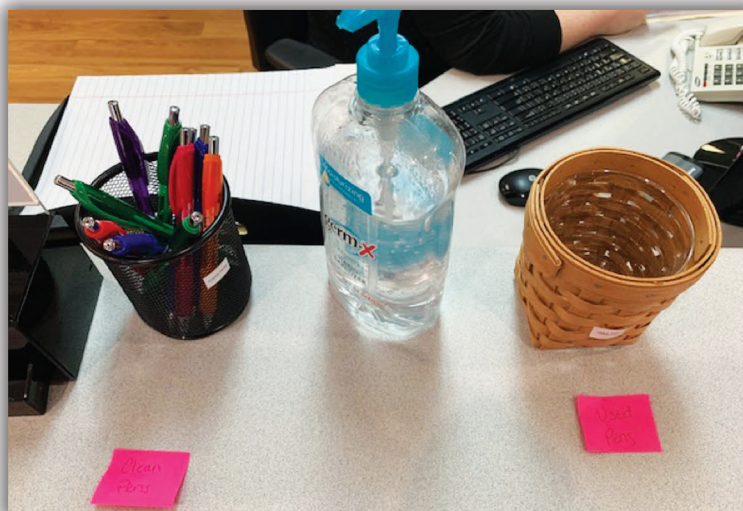
COVID_NOTICE_SIGN.pdf



COVID_DISTANCE_SIGN.pdf

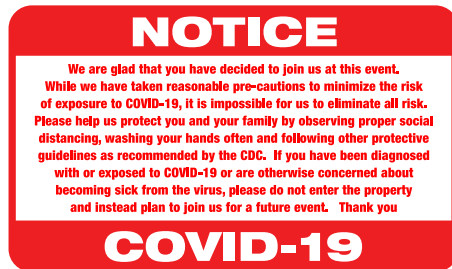
With both the payment and waiver processes, your staff should wear gloves and masks and you should have disinfectants available. If opting for paper waiver process, staff will need to hand single waiver forms to individual participants to avoid passing around clip boards or having everyone touch a pad of waiver forms. Returned pens should be wiped down each time before subsequent use. At the end of the day, none of this will be particularly easy, but remembering the key is to eliminate or limit contact points by following the CDC guidelines in the link above.

NOTE how a doctor's office handled the use of pens in the photo below: two containers, one for "clean" pens and one for "used" pens with a disinfectant available. They clean the used pens as needed and move them back to the clean container. You may have to use a bucket off to the side of the pit gate to avoid clogging up the area, but there are certainly ways to adapt this approach...



Advice from motorsport attorneys include:

- First and foremost, develop a plan consistent with local, state, and federal guidelines. Work with your local health department.
- Highly recommend using infrared thermometers to take temperatures of potential customers prior to reaching ticket windows to determine if they can enter.
Information regarding these devices:
www.fda.gov/medical-devices/general-hospital-devices-and-supplies/non-contact-infrared-thermometers
www.amazon.com/Infrared-Thermometers/b?ie=UTF8&node=9931459011
- Placing signage at ticket booths and in high traffic areas warning of the risks posed by human contact.
Samples:



- Make sure customer facing staff wear face masks and gloves.
- Make sure you have adequate staff to clean and disinfect bathrooms and concession areas throughout the event hours.
- Keep a log of when the cleaning and maintenance occurs and what activities occurred.
- In addition, assign someone to keep a date/time stamped photo journal of staff wearing protective gear, cleaning spaces, social distancing protocols being observed, and of the signage in place and store in a folder noted by event date.
- Make sure you are well stocked with soap and hygiene materials in bathrooms and concession areas.
- If you decide you cannot implement spectator signing of the COVID waiver, you should create signs of that form and post at entry gates and other high traffic areas.

And remember, CLEAN, CLEAN, CLEAN...DISINFECT, DISINFECT, DISINFECT...DOCUMENT, DOCUMENT, DOCUMENT!!!

