



Dear _____,

As you might be already aware, the outbreak of coronavirus, also known as COVID-19, is affecting everyone worldwide. In an effort to increase the safety of our residents, we are putting the following safety measures in to place:

The best way to prevent contracting coronavirus is to avoid being exposed to it. To ensure the health and safety of everyone, we request all residents to review the recommendations as set forth by the CDC:

- Wash your hands regularly. This means washing hands for no less than 20 seconds with soap and water or a 60% or more alcohol based sanitizer if soap and water are not available. This includes any time you come in contact with public facilities like doors, elevators, and mailboxes in and around the community.
- Be sure to thoroughly wash your hands and sanitize them prior to touching your face
- Avoid close contact with individuals who are sick
- Keep distance between yourself and others, especially if the virus is spreading in your area
- Stay home if you are sick. Symptoms of coronavirus may include: shortness of breath, fever, and/or coughing
- Cover your mouth and nose when coughing or sneezing, throw away used tissues, and wash your hands for 20 seconds with soap and water.
- If you are sick and around others, wear a facemask
- Clean and disinfect high traffic surfaces including computers, faucets, door handles, phones, etc.

For full details on how to take steps to protect yourself, visit the CDC's website:

<https://www.cdc.gov/coronavirus/2019-ncov/prepare/prevention.html>

Sincerely,