

A Message from our team

The Indiana Roof Ballroom and Crystal Catering have always made the wellbeing of guests and employees our priority. In response to the COVID-19 concerns, we have intensified our sanitation, safety, & communication measures through a plan that aligns with the guidelines of the CDC, State of Indiana, and local governing agencies.

In addition to our established procedures in place, we will institute new best practices to ensure the safety of our guests, team & community. We will continue to make updates to our protocols as guidelines from these sources are revised.

Sanitation

- Hand sanitation stations will be available at entrances and high traffic areas
- Designated staff members will be positioned to clean high touch areas throughout our venues using a hospital grade EPA approved disinfectant
- Management team will be in place throughout the duration of the event to ensure that all safety measures are being carried out
- Well check screening of all employees will be taken prior to entering the facility.
- All catering staff will wear gloves and masks, facility staff will wear masks

Social Distancing

- Physical distancing parameters will be met through custom seating arrangements & designated distancing markers to fulfill recommended guidelines
- Building entrances shall be monitored by staff members upon entry

Communication

- Instructional signage posted throughout the facility highlighting COVID-19 awareness procedures and social distancing measures
- Our serve safe management team has developed programs to include an onsite health/safety manager, enhanced sanitation measures in our kitchens, serving and clearing protocols and facility sanitation procedures

It is our complete intention to remain honest and transparent about our procedures to ensure that our guests and employees feel safe within our doors. We thank you for your patience and flexibility as we navigate through the evolving requirements for social gatherings. We hope this makes you feel safe in knowing how much we care.

RESOURCES

BACK ON TRACK INDIANA: www.backontrack.in.gov

CDC: <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

Crystal Catering COVID-19 detailed procedures available upon request