

**From:** Larry Graham  
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**Subject:** Clubs New Zealand Update - Gathering and Indoor Activities

**Follow Up Flag:** Follow up  
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Good Afternoon

We understand that the Government's announcement regarding the cancellation of events and indoor gatherings in excess of 100 people is causing a lot of concern for members. Clubs New Zealand along with Hospitality New Zealand are seeking urgent clarification as to what this means for clubs and other hospitality venues.

Until we hear otherwise we recommend that;

- Clubs section off areas where possible ensuring that no more than 100 people are within an area at a time.
- Where possible reduce the number of tables and leaners to assist with social distancing.
- Ask all members and guests visiting the club to sign in; this will aid staff in tracking numbers and traceability should a member of guest test positive for Covid-19. Health officials need to be able to trace affected attendees quickly if there has been a suspected or confirmed case of COVID-19 at the event. A lack of information on attendees (including contact phone numbers) may cause significant delays in this process and increase the risk of transmission.
- Continue with communications to members around hygiene and social distancing. If any member, guest or staff member is showing signs of illness (particularly fever or cough) they need to be asked to leave the premises.
- Duty managers need to be vigilant and have the authorisation to remove members from the premises or refuse entry in the case of illness or overcrowding.
- If possible consider moving events outdoors

As soon as we receive confirmation and guidance from the Ministry of Health we will share this with you.

Kind Regards

**Larry Graham**  
**Chief Executive**  
**Clubs New Zealand Incorporated**  
Phone: 04 815 9936, Mob: 021 460 232, Fax: 64-4-499 7222  
Email: [Larry@clubsnz.com](mailto:Larry@clubsnz.com)  
Web: [www.clubsnz.org.nz](http://www.clubsnz.org.nz)

