

[COMPANY NAME] TO MODIFY/PAUSE OPERATIONS AFTER COVID-19  
EXPOSURE

*Customer and employee safety continues to be [Company Name]'s top priority*

**Traverse City, MI:** [Company Name] responded to a recent COVID-19 exposure at its (store/restaurant/facility/office) by implementing enhanced safety protocols to help keep their employees and customers safe. Following professional sanitation and cleaning, [Company Name] will reopen with the following guidelines for its employees and customers:

- Item 1 with description
- Item 2 with description
- Item 3 with description

“[Company Name] is committed to supporting our community by implementing these precautionary measures,” said [title/name]. “While COVID-19 continues to threaten the health and livelihoods of our friends, neighbors, and visitors, we are committed to staying safe to stay open.”

On [Date/Time], [Company Name] (served a guest/welcomed a customer/had an employee report to work) who later tested positive for COVID-19. With guidance from the Grand Traverse County Health Department, customers/guests who visited [Company Name] (store/restaurant/facility/office) during that time should self-monitor for COVID-19 symptoms for 14 days following the potential exposure. [Company Name] encourages all customers and employees to stay home if sick or have recently been exposed to someone with COVID-19. Those seeking more information regarding [Company Name's] safety measures, may call (231) ###-#### or email info@companyname.com.

Visit the Grand Traverse County Health Department Coronavirus response page for up-to-date information: <http://gtchd.org/2231/COVID-19-Novel-Coronavirus>

**About (Company Name)**

Paragraph describing the company's mission, length in business, industry, location, etc. End with links to social media and the business' website.

COMPANY LOGO

FOR IMMEDIATE RELEASE: ##/##/2020

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