

## VAX DC | How to Prepare for your Upcoming Event

We are excited about your upcoming visit and want to share some information  
On the District's most recent COVID-19 Vaccine Mandate.

### WHAT IS NEW?

To help stop the spread of COVID-19, the District of Columbia is launching a citywide vaccination entry requirement (VaxDC), which calls for establishments to verify that patrons 12 years and older are vaccinated against COVID-19.

On January 15, 2022, per Mayor's Order 2021-148, the District of Columbia will adopt a citywide vaccination entry requirement that requires COVID-19 vaccination to enter indoor facilities within the city. These facilities include Hotel's meeting space, restaurants & lounges and fitness center.

### WHAT DO YOU NEED?

- If you are 18+ Older, Photo identification, (state issued driver's license or ID card, passport, student ID).
- You will also need proof of vaccination. Acceptable forms include:
  - A CDC issued vaccination card (original, photocopy or digital copy),
  - Record of immunization from a healthcare provider or public health authority,
  - A COVID-19 verification app (including VaxYes, Clear, Excelsior, MyIR).

### OUR VERIFICATION PROCESS

If you are a guest of the hotel, you will be asked your vaccination status at check-in.

Please note, vaccination is not required to check into the hotel, but it is required to utilize the hotel amenities and attend your event.

If you provide vaccine credentials, you will receive a hotel issued wristband that you will need to wear to access our hotel meeting spaces, restaurants and fitness center.

For attendees not staying with us, you can visit our VAX Check Desk in the Lobby to present credentials and receive a wristband.

### TIMELINE FOR VACCINE REQUIREMENTS

- January 15, 2022: one dose for ages 12+
- February 15, 2022: fully vaccinated for ages 12+

#### VACCINATION REQUIRED

**Attention: Per Mayor's Order 2021-148, COVID-19 Vaccination is REQUIRED to enter this business. Please be prepared to show your proof of vaccination upon entry.**



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### **ARE YOU EXEMPT?**

If you are unable to take the vaccine due to a medical or religious exemption, you will need to provide documentation at check-in. Documentation of a medical exemption, such as a note from a medical provider. Documentation of a religious exemption, such as an attestation from the patron that they have a sincerely held religious belief.

All patrons with an exemption will be required to show photo identification and documentation of a negative PCR or antigen test within the last 24 hours in order to enter the meeting space, restaurants, and gym. Acceptable documentation for this includes digital results from a healthcare provider or a proof of the negative test.

### **DO YOU STILL NEED YOUR** **?**

Yes, please pack your mask. We wear because we care - and we require all guests to do the same. The proper use of masks/face coverings is mandatory in all areas of the hotel unless you are eating or drinking.

This is an ever changing process and are committed to assisting you plan an event that your attendees will be comfortable and confident attending. As protocols and expectations continue to evolve, we will be prepared to adjust and communicate with you.

Please connect with you event manager to review any questions or potential opportunities that may arise and develop a strategy the best fits your event needs. For more information, please visit [www.coronavirus.dc.gov](http://www.coronavirus.dc.gov)

### **HOW WILL THIS BE COMMUNICATED TO EVENT ATTENDEES?**

If your group is using our hotel Passkey Reservation System, attendees will receive a pre-arrival email informing them of the new VAX DC requirements.

If you are using an independent reservation or registration system, we do ask that you communicate this in advance. A PDF format of the pre-arrival letter is available to share through your own systems or website.

### **USING CONVENTION CENTER CONNECTOR**

When using the connector to the convention center, you will need to submit your process for collecting vaccination status from your conference attendees. In addition, you will also need to have a unique identifier for your attendees that lets our staff know they are with your conference and have been verified.