



# PROCEDURES FOR VISITING JR LIGHTING



1. Whenever possible, call ahead to coordinate gear pickups and office visits.
2. Enter through the main entrance and wait at the check in desk.
3. Your temperature will be taken. Anything over 100.4 will be asked to return when fever subsides.
4. COVID-19 Questions will need to be answered.
5. We ask that at this point, all clients and visitors put on a mask. If you do not have one, disposables will be provided. Gloves are optional.
6. Hand sanitizing stations are located around the offices and shop. Feel free to use them anytime!
7. Trash cans are located all over the shop and office, at the check in desk, and around the most used entrances/exits of our facility for easy PPE disposal. Paper bags will be available if you wish to save, quarantine and reuse your PPE.
8. Our expendables store is open Monday-Friday 8am-5pm for any last minute purchases. No calling ahead necessary!