



Private Venues and Events Checklist

COVID-19 Health Guidelines for California

This document is designed to help event organizers understand what rules are required for private venues and events in San Luis Obispo County. Private Venues and Events are distinguished from Gatherings in that Private Venue and Events must have defined guest lists and the ability to assign seating for guests. Please review the [State's Private Venue and Event Guidance](#) for full details.

- For guidance relating to informal social gatherings, see [CDPH Updated Guidance for Gatherings](#).
- Fully vaccinated people may be seated at full capacity and people do not need to physically distance from each other, but face coverings are required. For guidance relating to fully vaccinated people, see [CDPH Guidance on COVID-19 Public Health Recommendations for Fully Vaccinated People](#).
- For guidance relating to religious services, see [COVID-19 Industry Guidance: Places of Worship and Providers of Religious Services and Cultural Ceremonies](#).
- For guidance related to outdoor fairs and carnivals, see [Guidance for Amusement Parks and Theme Parks](#).
- For street fairs, arts and craft fairs, and farmers markets, see [Guidance for Shopping Centers](#).

This checklist does NOT replace a prepared plan to support a safe, clean environment for workers, performers, volunteers, and patrons. This checklist also does not apply to convention-style events, general admission venues, and events where the central activity allows patrons to move around shared space.

Purple Tier

- This is an outdoor-only event.
- Face coverings are required, unless actively eating or drinking. See [CDPH Guidance on Face Coverings](#).
- Attendance is limited to a pre-determined guest list of no more than 25 people.
 - If all attendees show proof of negative test or full vaccination, the guest list is limited to 100 people.
 - Attendance limit includes all staff and volunteers working at the event who do not participate in weekly COVID-19 testing or are not fully vaccinated.
- Assigned seating is required.
- Entrances and exits are tightly controlled to prevent concentrations of people.
- This event follows all dining and food service guidance under the Purple Tier.
- Live entertainment will follow all relevant guidance for Outdoor Seated Live Events and Performances Guidance or Indoor Seated Live Events and Performances.
- Physical distancing between vendors, officiants, and other event workers or attendees will be maintained.

Red Tier

- Face coverings are required, unless actively eating or drinking. See [CDPH Guidance on Face Coverings](#).
- Attendance is limited to a pre-determined guest list of no more than (choose one):
 - 50 people (*if event is outdoor only*).

*Note: This checklist is based on [CDPH Guidance](#) and is subject to change.
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- 200 people if all attendees proof of negative test or full vaccination (*outdoor only*).
- 100 people if all attendees proof of a negative test or full vaccination (*if indoors*).
- Attendance limit includes all staff and volunteers working at the event who do not participate in weekly COVID-19 testing or are not fully vaccinated.
- Assigned seating is required.
- Entrances and exits are tightly controlled to prevent concentrations of people.
- This event follows all dining and food service guidance under the Red Tier.
- Live entertainment will follow all relevant guidance for Outdoor Seated Live Events and Performances Guidance or Indoor Seated Live Events and Performances.
- Physical distancing between vendors, officiants, and other event workers or attendees will be maintained.

Orange Tier

- Face coverings are required, unless actively eating or drinking. See [CDPH Guidance on Face Coverings](#).
- Attendance is limited to a pre-determined guest list of no more than (choose one):
 - 100 people (*if event is outdoor only*).
 - 300 people if all attendees show proof of negative test or full vaccination (*if outdoors*).
 - 150 people if all attendees show proof of a negative test or full vaccination (*if indoors*).
 - Attendance limit includes all staff and volunteers working at the event who do not participate in weekly COVID-19 testing or are not fully vaccinated.
- Assigned seating is required.
- Entrances and exits are tightly controlled to prevent concentrations of people.
- This event follows all dining and food service guidance under the Orange Tier.
- Live entertainment will follow all relevant guidance for Outdoor Seated Live Events and Performances Guidance or Indoor Seated Live Events and Performances.
- Physical distancing between vendors, officiants, and other event workers or attendees will be maintained.

Yellow Tier

- Face coverings are required, unless actively eating or drinking. See [CDPH Guidance on Face Coverings](#).
- Attendance is limited to a pre-determined guest list of no more than (choose one):
 - 200 people (*if event is outdoor only*).
 - 400 people if all attendees show proof of negative test or full vaccination (*if outdoors*).
 - 200 people if all attendees proof of a negative test or full vaccination (*if indoors*).
- Attendance limit includes all staff and volunteers working at the event who do not participate in weekly COVID-19 testing or are not fully vaccinated.
- Assigned seating is required.
- Entrances and exits are tightly controlled to prevent concentrations of people.
- This event follows all dining and food service guidance under the Yellow Tier.
- Live entertainment will follow all relevant guidance for Outdoor Seated Live Events and Performances Guidance or Indoor Seated Live Events and Performances.
- Physical distancing between vendors, officiants, and other event workers or attendees will be maintained.

Tips for Event Coordinators and Planners:

1. Follow the health guidelines by filling out this checklist.
2. Contact the jurisdiction where your event is located and get the proper permits.
3. Implement guidelines in this checklist and follow all permit requirements.

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