



## **COVID-19 Procedures for Recording Sessions (Updated JULY 2021)**

We are reviewing the following guidelines with clients before their sessions and providing them with a copy of this document in order to explain the measures we are taking to ensure safe and fun recording sessions.

- Tonal Park conducts all sessions by appointment only. We are working with all clients to determine the needs of their sessions, and we have limits on how many individuals can enter and work in the studio rooms at the same time. Only participants in the recording session should attend. Additional guests and/or family members are discouraged.
- Anyone displaying symptoms of illness will not be permitted to enter, and we are relying on everyone planning a session at Tonal Park to monitor their own health. We will always allow clients to reschedule sessions due to health reasons.
- Masks are required in common areas for non-vaccinated individuals. Fully vaccinated individuals can choose whether or not to wear masks, upon mutual consent with other recording clients and staff working in the studio at the same day. The studio is fully stocked with sanitary supplies and can provide hand sanitizer, gloves and cleaning wipes to anyone who needs them.
- Everyone is encouraged to wash their hands upon entering the building and following any break during a session.
- Eating and drinking is only permitted in designated areas of the studio. Clients are encouraged to bring their own food and beverages with them (the studio common area fridge is available for storage) but must clean up after themselves and avoid leaving trash or food in common areas.
- Weather permitting, session downtime and meal breaks can be conducted outside.

- For certain projects, we may request to keep credit card information on file in order to provide contact-less checkout.
- The safety of our clients and staff is extremely important to us, and we have invested in additional measures for everyone's protection. We have large plexiglass "studio shields" to serve as barriers between musicians playing in the same room. Each of the studio rooms has its own HVAC handler, and we have installed UV-C lighting in the air conditioning system so that each room will be filtering its air through disinfecting light as it cycles. The engineer and the client will be in separate rooms and thus, different HVAC systems.
- As always, Tonal Park can mix and master unattended sessions and e-mail references for approval. We are able to conduct "virtual" mixing sessions in which clients can listen to mixes in real time and communicate with the engineer via Zoom, FaceTime, etc. Please contact us to learn more about this service.

*We are always here to answer any questions about these guidelines. Please provide any feedback to help us improve by emailing [contact@tonalpark.com](mailto:contact@tonalpark.com)*

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