



3/17/20

Dear Valued Tenants and Guests:

The well-being of our marina tenants, visitors and staff is our top priority. In response to the ongoing COVID 19 pandemic crisis, Village West Marina and Resort is implementing a few steps immediately:

- ❖ **Office Hours** – The office will be open daily for phone calls, and will be available by email. If you need assistance and need to access the office, please call to schedule an appointment. We are here to help, and most immediate needs can be taken care of over the phone or email.
- ❖ **Sanitation & Hygiene** – We will increase cleanings of common areas, including restrooms and laundry rooms. We will wipe down touch points throughout the marina, and we ask that our guests and tenants follow CDC guidelines to help protect yourself.
- ❖ **COVID 19 Tenants and Guests** - We ask that those who've tested positive not attend the marina. Please don't consider your vessel for quarantine while berthed at Village West Marina and Resort.
- ❖ **Deliveries & Mail** – The office will continue to receive mail and packages, however staff will not be signing on behalf of our tenants at this time. If you have a delivery scheduled for arrival, please contact and notify the office, so that we may contact you as soon as your delivery arrives.
- ❖ **Social Distancing** – Please respect others personal space by maintaining a distance of at least 6 feet, including other guests, tenants, and staff.
- ❖ **Fuel Dock Hours** – We are operating our fuel dock under limited hours at this point. The fuel dock will be available Friday-Sunday from 8:30 AM to 4:30PM weekly, until further notice.
- ❖ **Kayak Center** – Our kayak and paddleboard rental center is closed until further notice.
- ❖ **Bungalow & RV** – We are still accepting reservations for our Bungalows and RV sites. Please visit our website at villagewestmarina.com or contact the office at (209) 951-1551 for further questions about new reservations or existing reservations. We ensure that our staff are taking extra cleaning precautions between departures and new arrivals.

With security and safety as our top priorities for our tenants, guests and employees, we've reiterated the importance of CDC guidelines to our staff. We will continue to monitor, and follow any new guidelines and restrictions posted. Please contact the office via phone or email for any further questions, and to schedule any office visit appointments if necessary. Thank you in advance for your support, and we wish you all well as we as a nation continue through challenging times.

Village West Marina & Resort

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