

Dept. of Health to Event Organizers: Approval is Required Before Hosting Events

Health / **Published On June 01, 2021 05:12 PM /**

Staff Consortium **June 01, 2021**

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The V.I. Dept. of Health's Division of Environmental Health on Tuesday reminded the public and businesses that approval is required to hold special events outside of what is allowed through the executive orders signed into law by Governor Albert Bryan.

Event organizers and promoters who plan on hosting events outside of the USVI executive orders need approval from the Department of Health, Division of Environmental Health, according to the release.

To request to hold an event, party, or function, a "Special Events Request Form" must be submitted to inspection.deh@doh.vi.gov at least 14 days (two weeks) before the event, D.O.H. said.

The Special Events Request Form, attached [here](#), and is also available at:

- <http://bit.ly/DOHeventsform>,
- The DOH Facebook Page,
- <https://doh.vi.gov/programs/environmental-health>,
- DOH offices on St. Thomas and St. Croix.

In addition to the "Special Events Request Form," all promotional materials must be shared with the Department of Environmental Health at inspections.deh@doh.vi.gov before public distribution, stated the release.

Recurring events at licensed establishments (holding a valid health permit and license from the Department of Licensing and Consumer Affairs) must abide by the executive orders and are not required to submit a "Special Events Request Form" unless requesting a variance outside the executive orders, according to the release. Approval is also required for all events that are open to the public and/or are paid events.

D.O.H. said the territory's Covid-19 Taskforce has the right to conduct compliance inspections. If found to be out of compliance, a "cease and desist order" will be issued for the event.

All events, including those held at restaurants and rented facilities, must meet all guidelines below:

Guidance For All Parties and Gatherings

- Capacity at all events is 75% of permitted occupancy or 100, whichever is less, provided that the social distancing requirements can be met.
- Outdoor events are preferred.
- No person who is ill may attend the event.
- A person who has been in close contact with a suspected or positive case of COVID-19 should be in quarantine and is not allowed to attend any event.
- A person or persons must be designated to be responsible for ensuring the guidance is followed throughout the event.
- Masks are to be worn at all times except when eating or drinking.
- A list of all guests must be kept, with their contact information.
- No standing at a bar; seating must be 4 feet apart.
- Guests are to be seated; if moving away from the table for any reason, masks must be worn.
- Tables must be appropriately spaced at least 4 feet apart (follow restaurant guidance) - households should be seated together whenever possible.
- Food is served using restaurant guidance.
- Indoors, live, and DJ music is allowed until midnight, at which time the event must end.
- One DJ is allowed at outdoor events.
- Both live and DJ must be at least 10 feet from the guests.
- Alcoholic beverages cannot be served after 11 pm.
- There can be no dancing at this time. At weddings, the bride and groom can have their ceremonial first dance.
- Areas for hand washing and sanitizer must be widely and easily accessible. No-touch sanitizer dispensers preferred.
- Frequently touched surfaces and restrooms must be cleaned and sanitized often.
- ***If all guests are vaccinated, some of the above precautions may be relaxed on a case-by-case basis.***

For more detailed guidance, [Considerations for Events and Gatherings | CDC](#)

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