



# SAFER EVENTS

kings place EVENTS

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## Our plan in response to COVID-19

The content in this document explains a number of plans and actions that we are putting in place to allow the venue to reopen safely, when the time comes.

We have been working with our partners in the building to provide an overview of the plans for each area of your event.

More detailed information will be available on request, nearer to the time of re-opening.

Please let us know if you have any further questions.

020 7014 2838  
[events@kingsplaceevents.co.uk](mailto:events@kingsplaceevents.co.uk)  
[www.kingsplaceevents.co.uk](http://www.kingsplaceevents.co.uk)



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# PLANNING & THE VENUE

Our website offers 360 degree views of our spaces as well as the option to walk through routes and between rooms.

Our sales team are happy to offer a virtual site visit too.

50% extra space will be provided for your event, with an option to upgrade to a larger space for less.

We will commit to hosting just one event per day on our main conference floors, -1 and -2 so that delegates can observe distancing requirements.

Designated 'in' and 'out' access will ensure you and your delegates arrive on-site safely.

Lifts will be saved for those with mobility issues and the use of the escalator and stairs encouraged.

Clear signage will demarcate areas where delegates will queue such as registration, toilets, cloakroom and catering.

Hand sanitiser will be widely available throughout the venue.



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# CLEANING & OUR TEAM

We have enhanced our cleaning regime including the regular cleaning of all key touch points on an hourly basis.

A tested and approved 90 day residual protection solution (fogging) is now being used, to be discharged using electrostatic dispensing guns to cover all surfaces and touch points within the specified areas.

Providing staff and visitors with the reassurance and confidence required to return to the working environment or hold an event with us.

All of our teams, whether on service or not, have been trained in revised health and safety procedures, our new risk assessments and will be wearing the appropriate PPE and have access to hand sanitiser.

We will operate sensible shift rotations; with all following government guidelines and a check in system for our staff to ensure that fresh uniforms are worn and any potential illness quickly identified and isolated to avoid exposure in the venue.



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# TECHNOLOGY & CATERING

Our reputation for award-winning production means you can rely on our in-house technology and team to support an increased reliance on virtual meeting attendance.

Hybrid event solutions will allow you to benefit from a professional events environment but with a virtual audience. Please ask the team for more information.



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Our short supply chains give us fantastic visibility and confidence in our product.

Touch-free meals will be available with the option of hot and cold menus, fully packaged breakout areas and dessert pods, delivered through double depth counters and sliding stations to maintain flow.

Our creative chefs and flexible spaces will allow us to cater for all of your needs.

