To: Clients of Sunshine Yoga Sheboygan

From: Dr. Kristi Reitz  
Owner Sunshine Yoga Sheboygan, LLC  
1517 S. 12th Street  
Sheboygan, WI  53081

Date: May 17, 2020

**Procedures at Sunshine Yoga Sheboygan**

Greetings from Sunshine Yoga Sheboygan,

This announcement is being sent out to be transparent with our guidelines, policies, and procedures within Sunshine Yoga Sheboygan.

We are eager to get our studio back up and running! With your help, we will be able to do so safely. The safety and well-being of our employees and clients is of the utmost importance. As clients of Sunshine Yoga Sheboygan, you can rest assured that the following procedures will be followed.

Cleaning:
- Before the reopening of Sunshine Yoga Sheboygan, Sunshine Studio will be deeply cleaned and disinfected.
- All high-contact surfaces including but not limited to doors, stair handrails, countertops, tables, water cooler handles, etc. will be cleaned and disinfected before and after each use of the studio.
- The studio mat/floor will be cleaned after each use of the studio.
- Public areas, including bathrooms will be cleaned and disinfected prior to morning, evening, and weekend studio use.

Client Procedures:
- To maintain physical distancing, we will be requiring pre-registration for all classes. Classes will be limited to the capacity at which we can safely maintain physical distancing.
- We will provide you with a clean sign-in and payment process, including the use of cleaned pens and hand sanitizer.
- We will supply you with cleaning products to clean your own mats.
- We will supply you with cleaning products to wipe down your designated mat area before (optional) and after (required) each class.
- To maintain sanitary practices, please fill your own water bottle before entering the building or use the disposable, single-use cups with the water cooler.
- We will be marking individual mat areas within the studio to maintain recommended physical distancing.
- Neither face coverings nor masks will be required. If you choose to use a face covering or mask during practice, you will be asked to sign a waiver indicating that you understand that a mask or face covering may restrict your airflow.
- Unfortunately, we will not be offering hands-on assisting. Instead, we will offer individual vocal cuing and modeling where appropriate.

Equipment Use:
- Unfortunately, at this time, we will not be providing studio equipment/props, you must bring your own mat or practice without a mat on the clean studio floor. You may also bring any other equipment you’d like to use, for example yoga blocks.
- Unfortunately, we will not be able to allow for the storage of your personal items such as mats or props within the studio.

Please help us in maintaining our clean studio procedures by frequently washing your hands and being mindful of your surroundings. We look forward to opening the doors to Sunshine Yoga Sheboygan and welcoming you back into the studio!