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Important Information for Attendees

As we are getting closer to *Ed Slott's 2-Day IRA Workshop, Instant IRA Success* in Orlando, FL on February 17-18, 2022, we want to assure all registrants and potential registrants that Ed Slott and Company and the Hyatt Regency Orlando International Airport Hotel are putting the health and safety of our attendees, vendors, and staff at the forefront.

Below are guidelines for all registrants:

- **Masks are required.** The Hyatt is under a federal mask mandate for all public and meeting/event spaces. Unless a person is sitting down to eat, masks will be required. **No exceptions.**
- In our classroom setting, attendees will be seated at a **minimum of 3 feet apart.**
- For meals, attendees will be seated **6 per round table**; attendees will also have the option of bringing food up to their hotel room.
- **There will be no papers passed from person to person.** All handouts will be placed inside of attendees' bags given out at registration.
- Questions may be asked throughout the program; **mics will be held by our staff and sanitized** after each use.
- **Exhibitors and break stations will be vastly spread out** throughout an open foyer, so as to keep attendees separated.
- **Line spacing** will be properly distanced.
- **Hand sanitizer stations** will be scattered in abundance throughout the workshop.
- **Those with cold or flu-like symptoms are not permitted in the workshop.** If you have a fever or chills, excessive coughing, sore throat, nausea or vomiting, shortness of breath, loss of taste or smell, **do not attend this workshop.**
- **All attendees must sign a waiver** at registration stating that you are present under your own will, aware of the health risks, and agree to hold Ed Slott and Company harmless.

In addition to the event guidelines, the Hyatt Regency Orlando International Airport Hotel has established health and safety precautionary measures for all guests, available to download here:

[Hyatt's Health and Safety Measures](#)

For any questions or concerns, please reach out to our Director of Operations, Ryan Fortese, via email at ryan@irahelp.com.

Sincerely,

Ed Slott and Company, LLC