

# NYC Restaurant & Bar Reopening Toolkit

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- **Takeout, Delivery and Outdoor Dining Checklist**
- **Open Restaurants Siting Criteria**
- **Open Restaurants FAQ**
- **‘Socialize Responsibly’ Window Poster**
- **‘Prevent the Spread’ Window Poster**

Scan QR Code or visit One-Stop Shop website  
for more information and downloads:

**[nyc.gov/restaurantreopening](https://nyc.gov/restaurantreopening)**



Health and  
Mental Hygiene

Small Business  
Services

Department of  
Transportation

Mayor's Office of  
Media & Entertainment  
Office of Nightlife



## Reopening New York City: Checklist for Restaurants Offering Takeout, Delivery and Outdoor Dining

New York City (NYC) restaurants may currently operate for takeout and delivery and outdoor dining. Once NYC moves into NY Forward Phase Three, restaurants will be able to add indoor table service. We do not yet have the date for when we enter Phase Three.

Restaurants must follow New York State (NYS) [requirements](#) and [affirm compliance](#). Before opening, you must develop a [safety plan](#) and keep it on site.

Restaurants must also follow the requirements of the NYC Health Code, including rules related to [dining with dogs](#) in outdoor seating areas. Visit [nyc.gov/health](http://nyc.gov/health) and search for “Operating a Restaurant” for more information.

**Remember, there is still community transmission of COVID-19 in NYC. Keep in mind the Core Four actions for preventing COVID-19:**

- **Stay home if sick:** Stay home if you are sick unless you are leaving for essential medical care (including [testing](#)) or other essential errands.
- **Physical distancing:** Stay at least 6 feet away from other people.
- **Wear a face covering:** Protect those around you. You can be contagious without symptoms and spread the disease when you cough, sneeze or talk. A face covering may help reduce the spread of COVID-19.
- **Practice healthy hand hygiene:** Wash your hands often with soap and water or use hand sanitizer if soap and water are not available; clean frequently touched surfaces regularly; avoid touching your face with unwashed hands; and cover your cough or sneeze with your sleeve, not your hands.

### Before Reopening

The NYC Health Department recommends you take these steps before reopening your restaurant if it’s been closed to be sure your establishment is ready for staff and customers.

- Make sure utilities are working properly, including electrical, plumbing, heating, ventilation, air conditioning, lighting, gas, exhaust hood and fire suppression systems.
- Maximize outdoor air flow through the ventilation system.
- Make sure all equipment, including cooking, hot and cold holding, and refrigeration units are working properly and are able to maintain appropriate temperatures.
- Flush cold water from all outlets, such as faucets and spray nozzles. Then do the same for hot water outlets.
- Flush water line, and clean and sanitize all food equipment that uses plumbing, according to manufacturer instructions.
- Make sure hand-washing facilities are functioning and properly stocked with soap and paper towels.

- Thoroughly clean and disinfect all non-food contact areas of the restaurant, including restrooms and waiting areas (see [General Guidance for Cleaning and Disinfecting for Non-Health Care Settings](#)).
- Clean and sanitize all food contact surfaces. Check the product label to make sure the sanitizer is safe to use on surfaces and equipment that touch food. Remember that products for cleaning and sanitizing food contact surfaces differ from those for non-food contact surfaces.
- Use [EPA-registered sanitizers and disinfectants](#) effective against COVID-19.
- Empty ice bins, and wash, rinse and sanitize them.
- Check all stored foods and appropriately discard anything that is no longer safe.
- Look for signs of pests and address any issues observed (see [Best Practices for Pest Proofing Food Service Establishments](#)).
- Resume needed services that may have been discontinued, such as pest control, trash and recycling services.
- Make needed repairs to physical facilities, including floors, walls and ceilings.
- Check all supplies and restock as needed.

### **Summary of New York State (NYS) Requirements and Best Practices**

These are the mandates and recommended best practices from the NYS [summary guidelines](#). Be sure to also review the [detailed guidelines](#), affirm compliance and develop a [safety plan](#) before you start.

### **Physical Distancing**

#### *Mandates*

- In outdoor spaces, all tables with seats must be at least 6 feet from any other table, seat, patron or pedestrian thoroughfare or corridor.
- Ensure an indoor capacity to accommodate patrons who may need to enter/exit through the indoor space to access the outdoor seating, restroom(s), or payment location, and allow such access/egress in a socially distanced manner.
- Close indoor dining and seating areas to customers.
- Employees must wear face coverings at all times.
- Patrons must wear face coverings at all times, except while seated; provided that the patron is over the age of 2 and able to medically tolerate one.
- Limit outdoor capacity to the number of tables that can be safely and appropriately arranged, such that each table is a minimum of 6 feet away from another.
- Wherever distancing is not feasible between tables, enact physical barriers between such tables.
- Individuals seated at the same table must be members of the same party (but may be from different households), with a maximum of 10 people per table.
- Communal tables are only permitted if at least 6 feet can be maintained between parties.
- Clearly signal 6 feet spacing in any lines for customers waiting to order, pick up food, be seated or use the restroom, as well as in any pick-up or payment location.

- Designate entrances/exits for customers and separate entrances/exits for employees, where possible.
- Limit in-person gatherings (e.g., staff meetings) to the greatest extent possible.
- Establish designated areas for vendor pickups and/or deliveries, limiting contact to the extent possible.

#### *Recommended best practices*

- Ensure a distance of at least 6 feet is maintained among workers at all times, unless the core activity requires a shorter distance. (e.g., cooking, cleaning, clearing tables).
- Prohibit the use of small spaces (e.g., freezers, storage rooms) by more than one individual at time.
- Modify the use and/or restrict the number of work stations/employee seating areas to maintain 6 feet distance.
- Designate discrete work zones for services, where possible. Servers should serve specific zones in the restaurant to minimize overlap.
- Ensure kitchen staff are dedicated to one station throughout their entire shift (e.g., salad or grill or desserts) to the extent possible.
- Encourage kitchen staff to place items on the counter for the next person to pick up, rather than passing items from hands to hands. Reduce bidirectional foot traffic by using tape or signs with arrows in narrow aisles, hallways or spaces.
- Encourage customers to wait in their car or outside until food is ready to be picked up or they're ready to be seated.
- Encourage customers to place orders online or by phone.
- Allow for contactless order, payment, delivery and pick-up, where possible.
- Allow customers to order food prior to arrival, and encourage customer reservations for seating.
- Ensure a one-at-a-time process for vendors, in which one vendor delivers a product at a time, employees disinfect high touch surface and the next vendor can come on premises.

### **Protective Equipment**

#### *Mandates*

- Provide workers with an acceptable face covering at no cost to the employees and have an adequate supply of coverings in case of need for replacement. Acceptable face coverings include but are not limited to cloth (e.g., homemade sewn, quick cut, bandana), surgical masks and face shields.
- Clean, replace and prohibit sharing of face coverings. Consult the Centers for Disease Control and Prevention (CDC) guidance for additional information on cloth face coverings and other types of personal protective equipment (PPE), as well as instructions on use and cleaning.
- Train employees on how to don (put on), doff (take off), clean (as applicable) and discard PPE.
- Limit the sharing of objects (e.g., kitchen tools, pens/pads), as well as the touching of shared surfaces (e.g., doorknobs, keypads, touch screens); or, require workers to wear

gloves when in contact with shared objects or frequently touched surfaces; or, require workers to perform hand hygiene before and after contact.

- Ensure all staff wear face coverings at all times and that they practice hand hygiene and use bare hand barriers consistent with State and local sanitary codes.
  - If employees wear gloves during non-food preparation activities, ensure they replace gloves frequently, and encourage them to change gloves when switching tasks (e.g., serving customers to pre-rolling silverware).
  - If employees do not wear gloves, ensure they frequently wash their hands with soap and water.
- Ensure that employees who are bussing tables wash their hands with soap and water and, if they wear gloves, replace the gloves before and after cleaning and disinfecting tables.

#### *Recommended best practices*

- Maintain adequate supply of face coverings, masks and other required PPE should a worker need a replacement, or should a vendor be in need.
- Require customers to wear face coverings when not seated at a table (e.g., when waiting for pick-up, placing order at counter/window, walking to/from table, walking to/from restroom).
- Encourage, but don't require, customers to wear face coverings when seated at a table and not eating and/or drinking.
- In food trucks and concessions where there are not running water stations, employees should wear gloves or regularly use hand sanitizer and continue to comply with federal, State and local food handling and hygiene requirements.

### **Hygiene and Cleaning**

#### *Mandates*

- Adhere to hygiene, cleaning and disinfection requirements from the CDC and NYS Department of Health (DOH) and maintain logs that document date, time and scope of cleaning.
- Provide and maintain hand hygiene stations including hand-washing with soap, running warm water and disposable paper towels, as well as an alcohol-based hand sanitizer containing 60% or more alcohol for areas where hand-washing is not feasible.
- Provide and encourage employees to use cleaning and disinfection supplies for shared surfaces for use before and after use of these surfaces, followed by hand hygiene.
- Regularly clean and disinfect the establishment and more frequently clean and disinfect high risk areas used by many individuals and for frequently touched surfaces (e.g., restrooms). Cleaning and disinfection must be rigorous and ongoing and should occur at least after each shift, daily or more frequently if needed.
- Ensure that equipment is regularly cleaned and disinfected using registered disinfectants, including at least as often as employees change workstations. Refer Department of Environmental Conservation (DEC) products identified by the Environmental Protection Agency (EPA) as effective against COVID 19.

- ❑ Provide cleaning and disinfection of exposed areas in the event of an individual is confirmed to have COVID-19, with such cleaning and disinfection to include, at a minimum, all heavy transit areas and high touch surfaces.
- ❑ Before returning to work, complete pre-return checks and assessments of kitchen systems to ensure a healthy and safe environment.
- ❑ Prohibit the use of devices (e.g., buzzers) to provide alerts to customers that seating or an order is available, unless such devices are thoroughly cleaned and disinfected between each use.
- ❑ For takeout/delivery:
  - Provide hand hygiene stations for customers waiting for food and/or drinks.
  - Ensure staff wash hands with soap and water or use hand sanitizer; if staff use gloves, regularly replace them.
  - If pick-up/delivery is indoors, ensure windows/doors are opened to allow for ventilation.
- ❑ Ensure all condiments provided directly to customers are in single-use disposable containers or reusable containers that are regularly cleaned/disinfected.
- ❑ If non-disposable menus are used, clean and disinfect the menus between each party's use.
- ❑ Use pre-packaged silverware or pre-rolled silverware. Silverware must be pre-rolled while wearing masks and gloves.

#### *Recommended best practices*

- ❑ Wherever possible, increase ventilation of outdoor air (e.g., opening windows and doors) while maintaining safety precautions.
- ❑ Discourage food preparation employees from changing/entering each others' work stations during shifts, unless they are appropriately cleaned/disinfected.
- ❑ Provide guests with a single use, paper, disposable menus and/or display menus on white boards/chalk boards/televisions/projectors.
- ❑ Encourage customers to view menus online (e.g., on their own smartphone or electronic device), where possible.
- ❑ Make hand sanitizer available throughout high touch areas (e.g., outside restrooms), and place it in convenient locations, such as at entrances, exits and cashiers. Install touch-free hand sanitizer, where possible.

### **Communication**

#### *Mandates*

- ❑ Affirm you have reviewed and understand the State-issued industry guidelines, and that you will implement them.
- ❑ Post signage to remind employees and patrons to adhere to proper hygiene, social distancing rules, appropriate use of PPE and cleaning and disinfection protocols.
- ❑ Immediately notify the State and local health department if a worker was in close contact with others and tests positive for COVID-19.
- ❑ Cooperate with contact tracing efforts, including notification of potential contacts in the workplace, while maintaining confidentiality required by State and federal law and regulations.

- Conspicuously post completed safety plans on site.

#### *Recommended best practices*

- Use audio announcements, text messages or notices on screens to communicate with customers waiting on an order/seating.
- Establish a communications plan for employees, vendors and customers that includes a consistent means to provide updated information.

### **Screening**

#### *Mandates*

- Employees who are sick should stay home or return to home, if they become ill at work.
- Implement mandatory daily health screening practices of their employees and, where practicable, vendors, but such screening shall not be mandated for customers and delivery personnel (e.g., questionnaire, temperature check) for employees, and asking about (1) COVID-19 symptoms in past 14 days, (2) positive COVID-19 test in past 14 days, and/or (3) close contact with confirmed or suspected COVID 19 case in past 14 days.
- Refer to NYS DOH guidance regarding protocols and policies for employees seeking to return to work after a suspected or confirmed case of COVID-19 or after the employee had close or proximate contact with a person with COVID-19.
- Establishments cannot mandate that customers complete a health screen or provide contact information.
- Screeners should be trained by employer identified individuals familiar with CDC, NYS DOH and Occupational Safety and Health Administration (OSHA) protocols and wear appropriate PPE, including at a minimum, a face covering.
- Identify a point of contact as the party for workers to inform if they, later, are experiencing COVID-19 related symptoms, as noted in the questionnaire.

#### *Recommended best practices*

- Prevent employees from intermingling in close or proximate contact with each other prior to completion of the screening (e.g., perform screening remotely).
- Daily temperature checks may be conducted per Equal Employment Opportunity Commission or NYS DOH guidelines.
- Maintain a log of every person, including workers and vendors, who may have close or proximate contact with other individuals at the work site or area, such that all contacts may be identified, traced and notified in the event a worker is diagnosed with COVID 19; excluding customers and deliveries performed with appropriate PPE or through contactless means.
- Provide an option for customers to provide contact information so they can be logged and contacted for contact tracing.

**The NYC Health Department may change recommendations as the situation evolves.**

6.21.20

## General

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- Must be a ground floor, brick and mortar restaurant or bar with a DOHMH food service establishment permit
- May only utilize sidewalk and roadway areas directly in front of the business
- NYC Open Restaurant application does not cover usage that falls within private property (i.e. backyard, patio, etc.)
- Must be ADA compliant
- Applicant required to provide all tables, chairs, barriers, and ramps. Nothing may be affixed to the roadway or sidewalk
- Tables and chairs shall be removed or secured in place when not in use

## Hours of Operation

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- Monday–Saturday: 8 AM to 11 PM
- Sunday: 10 AM to 11 PM
- Businesses that have hours beyond these hours may remain open and can still do grab and go, but cannot seat patrons outside of these times

## Program Dates (Unless otherwise notified by City)

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- Sidewalk through October 31, 2020
- Roadway through September 8, 2020

## Application

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- Website: [nyc.gov/openrestaurants](https://nyc.gov/openrestaurants)
- Business must self-certify that they comply with all requirements stated in application
- If business intends to serve alcohol, NYC Open Restaurants application is one-stop-shop for NY State Liquor Authority (SLA) on-premises license extension if establishment provides required SLA information. Business will be approved or denied instantly after submitting
- City will provide a certificate/print out authorizing approval

## Health

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- Businesses must comply with all State and City health requirements
- **Guidance from DOHMH about Outdoor and Takeout Delivery**
- **New York State Dept of Health Interim Guidance for Outdoor Space**
- Public must follow the “Core Four”:
  1. **Wear a mask**
  2. **Stay home if feeling unwell**
  3. **Keep 6' distance between people**
  4. **Wash hands**

## Additional Resources

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- **Small Business Services Hotline: 888-SBS-4NYC**

The City has launched a small business hotline to answer the most pressing questions of small business owners as they prepare to re-open. Small Business Advocates and Compliance Advisors will monitor the hotline and have been equipped with the latest guidelines and regulations to share with business owners. To reach the hotline, dial 888-SBS-4NYC or 888-727-4692.

## Open Restaurants Frequently Asked Questions

### NYC Restaurant Reopening Guide

### NY State Liquor Authority Guidance on Outdoor Expansion of Licensed Premises in Response to COVID-19 Outbreak

### Reopening Supplies Marketplace, including Physical Enhancements and Portable Furniture

These links can be found on [nyc.gov/openrestaurants](https://nyc.gov/openrestaurants)

**NYC**

**OPEN**  
**Restaurants**

## Siting Criteria

New York City created the Open Restaurants Program to support the restaurant industry as it recovers, but the safety of diners, restaurant employees, and other street users is paramount. Additionally, these dining options must be accessible to all New Yorkers as required by the Americans with Disabilities Act (ADA). Restaurant owners must comply with all of the program requirements or face revocation of permission to participate in the program.

## Sidewalk Seating

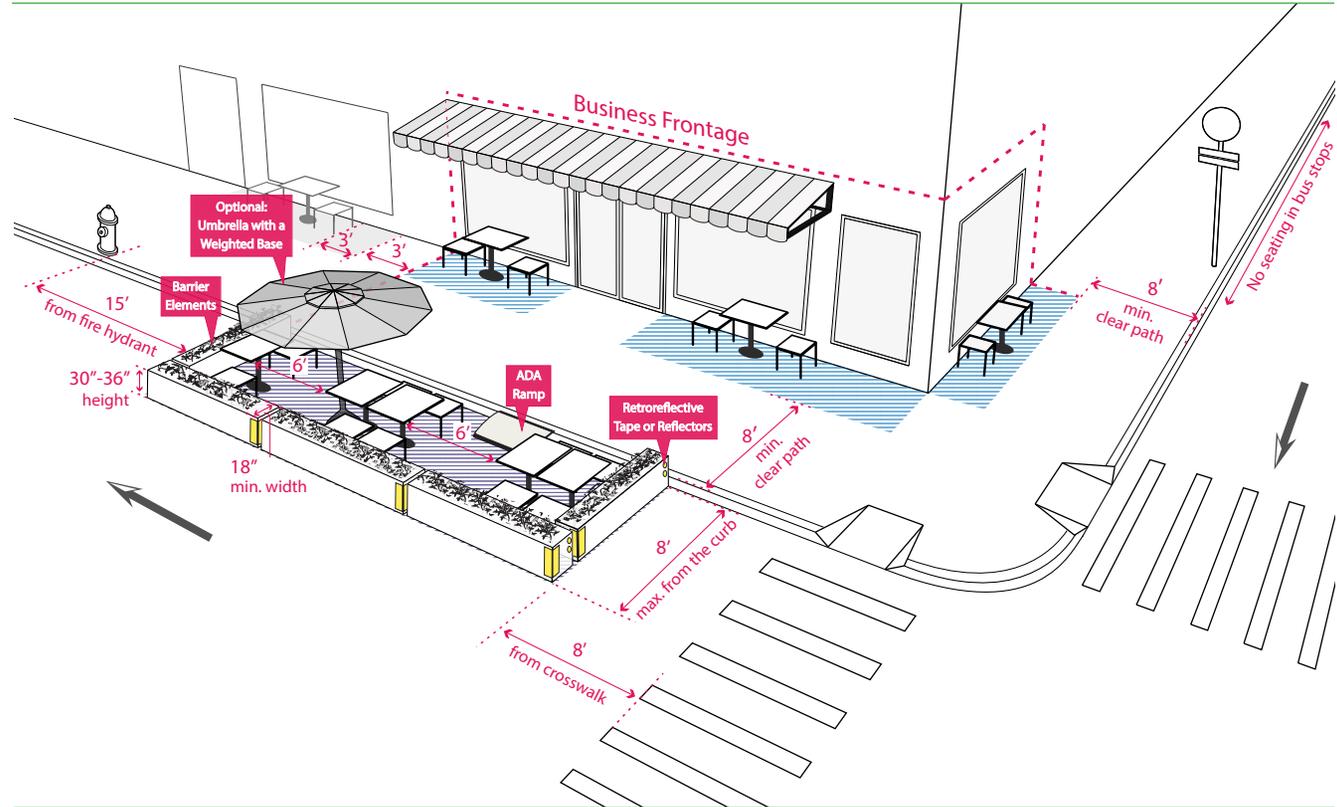
- Seating and tables must be up against the wall of the business or as close as possible
- Must leave an 8' clear path for pedestrians
- Must be at least 3' from the adjacent business
- Cannot block utility hardware or siamese water connection
- Cannot block bus stop waiting area
- For clear path purposes, parking meters, traffic signs and tree pits with flush gratings (without tree guards) are exempt. All other above-grade structures are considered obstructions

## Roadway Seating

### Restaurants must:

- Create a protective barrier, such as planters or objects of similar size and weight, on all three sides of the seating perimeter that are in the roadway, to separate seating from the travel lane. Such barriers must be at least 18" in width and 30–36" in height (excluding plantings) on all three sides that are in the roadway, to preserve visibility for motorists and provide protection for patrons (see Siting Criteria diagram)
- Place such barriers directly adjacent to each other (no gaps) and no more than 8' from the curb (see Siting Criteria diagram)
- Ensure visibility of patrons and barriers at night by clearly marking all barriers with yellow high intensity retro-reflective tape or reflectors (see Siting Criteria diagram)
- Provide a ramp for ADA compliance, which can be made of non-permanent materials
- Not place seating or barriers within 15' of a fire hydrant. Doing so jeopardizes fire safety for your fellow New Yorkers
- Not place seating or barriers within 8' of a crosswalk, to provide for safe vehicle turns and avoid crowding
- Not provide any lighting that is blinding to passing traffic

## NYC Open Restaurants: Siting Criteria



- Not place seating within a No Stopping Anytime or No Standing Anytime zone, bike lane, bus lane/stop, taxi stand, or Car Share space. *Exception: For part-time No Stopping or No Standing zones, seating may be placed when those rules are not in effect. Barriers and seating must be removed from the roadway when No Stopping or No Standing is in effect.)*
- Only utilize umbrellas with a weighted base and such umbrellas may not extend past the barrier or obstruct access to or ventilation of utility covers
- Not run power cords or other items across the sidewalk to the roadway seating
- Remove tables and chairs or secure them in place when not in operation
- Comply with NYC Fire Department Open Flame and other applicable Fire Codes

## Restaurant Owners May

- Leave barriers in place within a metered zone, alternate side parking, or No Parking Anytime zone, provided that that tables and chairs are removed or secured when not in operation
- Where seating is authorized along a curb, install a platform behind the required barrier to flush height with curb to facilitate ADA compliance, prevent the curb from becoming a tripping hazard, and allow drainage to underpass seating
  - Such platforms shall not block rain water drainage getting to the curb or flowing along the curb
  - Such platforms shall not obstruct access to or ventilation of utility covers

## NYC Open Restaurants – Supplemental FAQ

**Is there a central NYC website where all restaurant reopening guidelines and resources are available?**

Yes. All restaurant reopening guidelines and resources can be found at [nyc.gov/restaurantreopening](https://nyc.gov/restaurantreopening).

**I already have a Sidewalk Café permit. Do I still need to apply to the Open Restaurants program in order to utilize my outdoor space?**

Yes. The pre-COVID-19 Sidewalk Café licensing operation has been temporarily suspended, so you must complete the Open Restaurants application to use your sidewalk or curb lane space for outdoor seating.

**Am I allowed to serve alcoholic beverages in my outdoor dining areas under the Open Restaurants program?**

Yes, but only if you are already licensed by NYS Liquor Authority. You must first submit all business information on the Open Restaurants application [here](#), and adhere to all State operational [guidelines](#).

**Am I still allowed to sell alcohol for take-away and delivery?**

As of June 29, the SLA continues to allow the sale of alcoholic beverages for off-premise consumption through July 26, 2020. All to-go alcohol orders must be accompanied by the purchase of food. Please visit the [SLA site related to COVID-19](#) for the latest information.

**Will there be inspections to ensure that I abide by all outdoor dining health and safety guidelines?**

Yes. Citywide enforcement of State reopening requirements focuses first on education and is primarily complaint driven, but failure to comply can result in a violation subject to a \$1,000 fine or other enforcement. Restaurants can also lose their Open Restaurants entitlement if they fail to abide by NY Forward mandates.

**Can customers use my rest rooms? Are there specific requirements for the use and maintenance of rest rooms for customers?**

Yes, if your business had to provide rest room access to customers pre-COVID-19 then you must continue to provide access when seating outdoors. A cleaning and sanitizing plan for your restrooms should be a part of your mandatory [NY Forward Safety Plan](#). In addition, NYC Health has recommended guidelines [here](#).

**How do I ensure that my outdoor seating area is fully ADA compliant?**

By adhering to the [Open Restaurants Accessibility Requirements](#).

**Who is responsible to pick up trash left from operating my Open Restaurants outdoor seating? Can I use public trash receptacles?**

No, you may not use public trash receptacles. All trash generated by the business' operation must be removed by the business' private carting company.

**Can you be more specific about the Open Restaurants 11 p.m. nightly closing time?**

All outdoor dining under Open Restaurants must shut down completely no later than 11 p.m. nightly. Service must end and all diners must vacate your outdoor premises by this time.

If you are utilizing *private* outdoor space for dining to which you previously had rights, then the closing time for that space remains the same as it was pre-COVID-19 as stipulated by your Community Board agreement or county hours and all municipal ordinances.

**The NYC subway system shuts down nightly 1 a.m. – 5 a.m., so how can I ensure my late-night staff can get home safely?**

NYC has created the Essential Connector program to help essential workers commute between the hours of 1 a.m. and 5 a.m. Pre-registration is required, sign up [here](#). Other overnight travel options can be found [here](#).

Since the safety of your employees should be a top priority, it is suggested you factor this into your operational planning and communicate clearly with your staff.

**Am I allowed to play amplified music outside?**

No, music cannot be played in your outdoor seating areas. Only ambient music emanating from your indoor space is permissible as long as all DEP Noise Code for commercial music ([here](#)) are followed.

**Can candles be placed on my outdoor tables?**

Because the issuance of new FDNY Open Flame permits is temporarily suspended, FDNY is temporarily allowing the use of candles on outdoor tables. The candles must be placed into a candle holder that is taller than the candle flame to avoid fire hazard.

**Do I need to put up physical barriers around my outdoor seating?**

Yes, barriers are required around the perimeter of your curb lane seating to clearly demarcate this area from traffic lanes. Please see specific DOT guidelines for barriers required around *roadbed seating* [here](#).

**Does my staff have to be tested for COVID-19 before returning to work?**

No. Instructions regarding staff health and safety from New York State can be found [here](#). Instructions from the NYC Department of Health can be found [here](#).

**How do I know if the curb lane in front of my business is eligible for outdoor seating use?**

Following is a list of NYC street signs with a legend indicating whether or not your curb lane is eligible for seating in the Open Restaurants Outdoor Dining Program:



**No.** You may not use a parking space for dining if this is the sign in front of your business.



**Yes.** You may use alternate side of the street parking spaces in front of your business for outdoor dining.



**No.** You may not use the roadway in front of your business if there's a No Standing Anytime sign.



**Yes, with restrictions.** You may use the roadway space during the hours No Standing is not in effect. You must remove all barriers, seating and ramps during the hours No Standing is in effect.



**No.** You may not use the roadway in front of your business if there's a No Stopping Anytime sign.



**No.** You may not use the roadway in front of your business if it's in a bus stop.



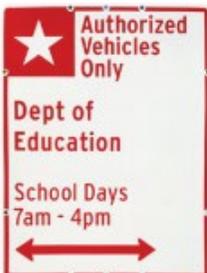
**No.**



**Yes.** You may use the roadway in front of your business.



**Yes, with Restrictions.** You may use the roadway during the hours not included on the sign. Some parking spaces are reserved all the time for Authorized Vehicles and those spaces may never be used by your business. All barriers, seating and ramps must be removed during the hours listed on the sign.



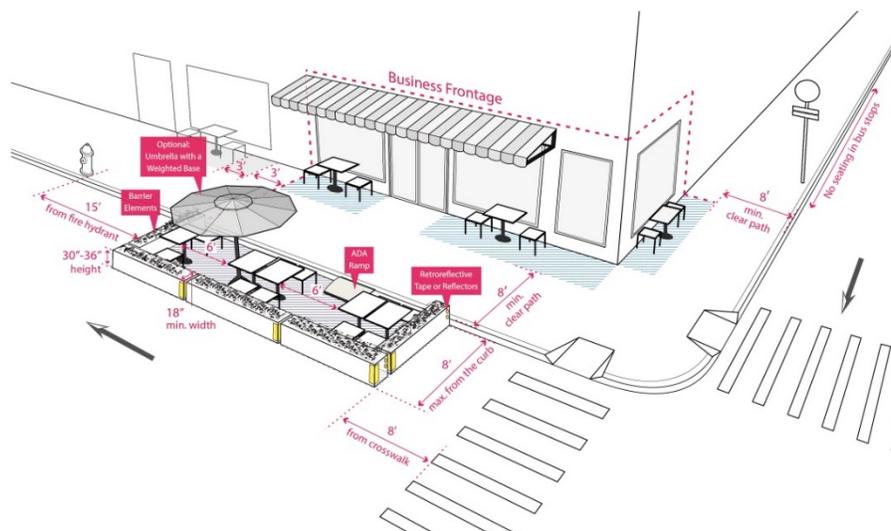
**Am I allowed to set up two rows of seating on my sidewalk?**

Yes. There is no limitation on the number of rows of seating you may have on your sidewalk. But you must be sure to follow all distancing guidelines for table spacing and ensure there is an 8-foot pedestrian pathway between your seating area and the curb edge.

**The sidewalk in front of my business is very wide. Can I set up tables on both sides of my sidewalk as long as there is an 8-foot pedestrian pathway between?**

No. You may only use the sidewalk space alongside your storefront, and/or the parking lane in the roadbed for seating. See image below for reference.

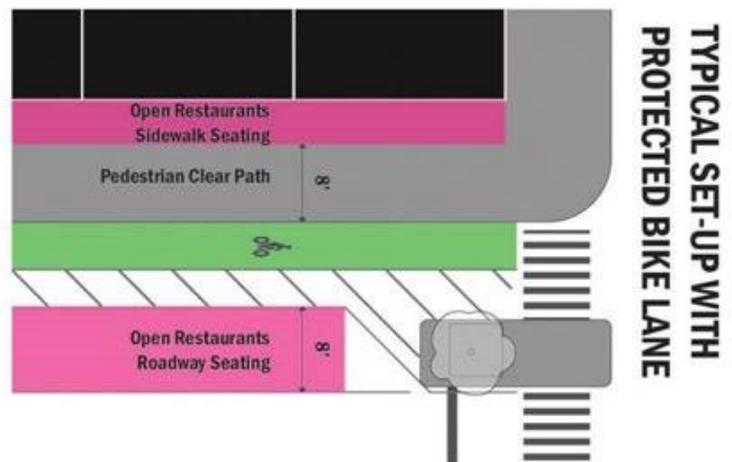
**NYC Open Restaurants  
Siting Criteria**



## 21. Can I apply for roadway seating if there is a bus stop or bike lane in front of my business?

Yes, you may apply. However, roadway seating may not be placed in a bus stop, bus lane, bike lane, taxi stand, Car Share parking space, or vehicular moving lane.

Roadway seating may be set up in a floating parking lane in front of an approved business per the diagram below.



### **My ground floor restaurant has two frontages since it is a corner location or is an L-shaped store. Do I need to complete a separate Open Restaurants application for each location?**

No. You should submit only one application by combining the lengths of both seating areas into one Total Length (ft) entry. Since your width will be the same on both sides, just use that number for the Total Width (ft) entry.

### **I am filling out the SLA requirements on the Open Restaurants application. What is the *Name of Certificant* and is it different from the *Licensee*?**

Yes, they are different. The Certificant is the owner of the business whose name is on the liquor license, and the Licensee is the name of the business.

### **Where do you suggest I source the materials and furniture I need for my outdoor dining setup?**

A directory of local vendors that either rent or sell the various items needed to set up your outdoor seating area can be found [here](#).

# IT'S UP TO YOU NEW YORK

## SOCIALIZE RESPONSIBLY

PROTECT YOURSELF • LOOK OUT FOR EACH OTHER • CARE ABOUT THE COMMUNITY

### GUIDELINES FOR OUTDOOR SEATING:



#### YOU MAY NOW BE SEATED

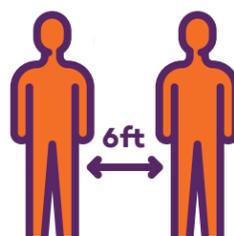
People may now be served food and beverages while seated at an outdoor table, or continue to “Take Out, Don’t Hang Out”.

No groups of more than 10 people from the same party may sit together at a table.



#### WEAR A FACE COVERING

Always wear a face covering, except when seated and eating or drinking.



#### DON'T CROWD

Don't crowd in front of businesses. Don't block the sidewalk. Remember to practice physical distancing.



#### RESPECT THE NEIGHBORHOOD

Please keep your voices and music down. Remember people live here too.



#### PROTECT LOCAL BUSINESSES

Don't put your favorite place at risk of getting fines, violations, or losing their liquor license by not following guidelines.



**ALL OUTDOOR DINING MUST BE CLOSED BY 11PM.**

**Get tested:** There are COVID-19 testing sites in all five boroughs. To find a site, visit [nyc.gov/covidtest](https://nyc.gov/covidtest) or call 311.

For the latest information, visit [nyc.gov/coronavirus](https://nyc.gov/coronavirus)

June 22, 2020

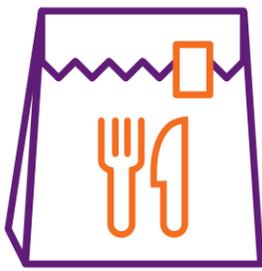
Mayor's Office  
of Media and  
Entertainment

**NYC**  
Office of Nightlife

# PREVENT THE SPREAD OF COVID-19 IN NYC RESTAURANTS!

## TAKE THESE STEPS WHEN DINING:

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### Stay home if sick

Stay home if sick and have food delivered.



### Keep physical distance

Stay at least 6 feet away from restaurant staff and others.



### Wear a face covering

Wear a face covering when not seated and when not eating or drinking. You can be contagious without symptoms.



### Keep your hands clean

Wash your hands or use hand sanitizer when you enter and leave the restaurant.

**Get tested:** There are COVID-19 testing sites in all five boroughs. To find a site, visit [nyc.gov/covidtest](https://nyc.gov/covidtest) or call 311.

For the latest information, visit [nyc.gov/coronavirus](https://nyc.gov/coronavirus).

THANK YOU!