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# Silva Hotel

Spa-Balmoral | Belgium

TO STAY, **NATURALLY**

## COVID-19 SPECIAL MEASURES



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**We are happy to inform you that we took the following measures in order to welcome you safely:**

### General measures:

- Taking the temperature of each client on arrival. Customers with a fever will not be accepted;
- The hotel staff are masked;
- Presence of pictograms & markings on the ground at the reception, restaurant and Bar-Lounge of the hotel;
- Possibility of "contactless" payment ;
- Gel available at various places in the hotel;
- Prohibition for non-customers to use the sanitary facilities;
- UV device disinfecting the key cards of the rooms before and after your stay
  
- **We ask you to respect a social distance of at least 1.5 m**
- **Please wear the mask on your face in the common areas of the hotel (restaurant, bar, lift, ...)**
- **Please use the elevator only with family members**

### Wellness Center:

- Your presence at the **swimming pool** and the **wellness center** requires a **compulsory reservation** beforehand at the reception of the hotel
- **Locker rooms are closed**, we ask you to change in your room

### Meals:

- Meals at the "Restaurant" or "Bar-Lounge" require a compulsory reservation in advance at the reception of the hotel;
- Disinfection of the hands before approaching the buffet;
- Access to the restaurant or the Bar is subject to certain rules and we ask you to please wait in the places indicated, while we take care of you;
- The restaurant room and the Bar-Lounge will be completely disinfected after the service;
- Menus and brochures are removed. These will be accessible via our website using a QR code

### Rooms:

- **Your room will not be automatically cleaned every day of your stay**, unless specifically requested by you;
- Each room is disinfected before your arrival and not occupied for at least 24 hours before your arrival;
- A maximum of doors will remain constantly open to the outside ;
- Brochures and catalogs as well as menus and cards are removed ;
- Maintaining a client listing. Procedure in case of contamination: Identification, isolation, application of tracing and information to the competent national services ;
- The day of your departure, you will have your room until 11:00 a.m.

The complete list will be given to you upon request.

## Conferences:

- Meeting rooms will be fully ventilated and disinfected before, during AND after use (tables, chairs, projector screens, flip charts, etc.);
- The layout of the rooms will be modified in order to ensure that social distances are respected. Thus, one place in two can be occupied;
- We will ask each participant to take back with him his sheets as well as his pen at the end of the day in order to facilitate the disinfection;
- We also ask you to keep, if possible, the same place if your seminar lasts several days;
- Our staff will be responsible for disinfecting the tables that will have to accommodate new people during the meeting/training/conference day (eg. Speakers' table etc.);
- Our glass bottles containing our own water are still usable, but each participant will have their own bottle;
- Our coffee breaks have been completely redesigned to ensure your safety:
  - o Individual prepackaged snacks will replace our usual snacks to avoid contact;
  - o Please keep your mask on when moving around (even along the buffet)
  - o A member of the staff will be on hand to make sure all the rules are respected;
- Our lunches remain the same for the moment.

## Meetings & Conferences

## Réunions & Conférences

## Vergaderingen & Conferenties

*Adapted layout\**

*Mise en place adaptée\**

*Aangepaste indeling\**

	Location	Surface	Capacity	
	Lieu	Espace	Assis	Mobile
	Ligging	Oppervlakte	Zitten	Mobiel
		m <sup>2</sup>		
01	Spa-Francorchamps	74.3	18	7
02	Silverstone	59.2	15	6
03	Magny-cours	59.3	15	6
	01+02+03	193	48	19
04	Hockenheim	29.4	7	3
05	Brands Hatch	29.4	7	3
	04+05	59	15	6
06	Monza	33.4	8	3
07	Zandvoort	34.9	9	3
08	Nürburgring	32.6	8	3
	06+07+08	101	25	10
09	Le Mans	57.1	14	5
10	Monte Carlo	58.7	14	6
11	Suzuka	30	7	3
12	Restaurant	212	78	21
	Restaurant + 06 + 07 + 08	313	78	31
13	Monaco	49	12	5
14	Imola	56	14	5
	Monaco + Imola	105	26	10
15	Melbourne	65	16	6
16	Montréal	91	23	9
17	Indianapolis	113	28	11
	Montréal + Indianapolis	275	69	27

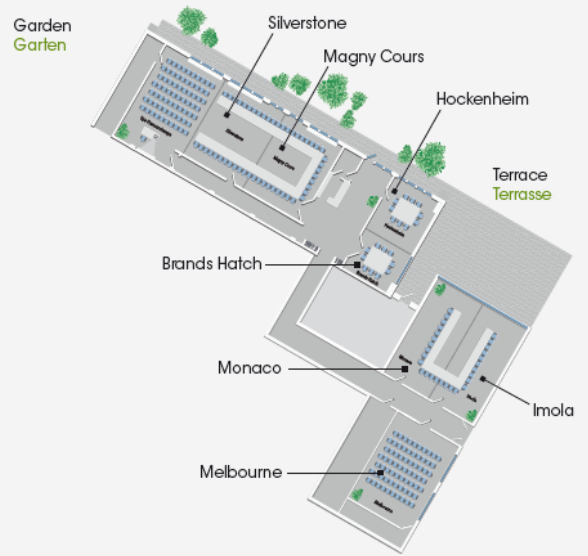
\*This new layout was calculated according to the Covid Event Risk Model protocol

# Plan

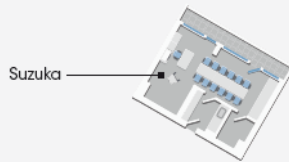
## Ground floor / Erdgeschoss



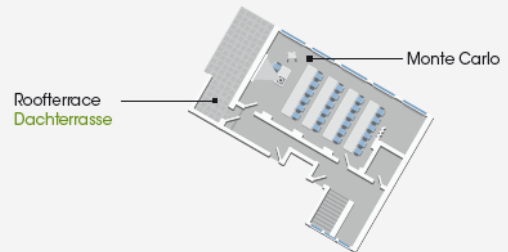
## Basement / Untergeschoss



## 1st floor / 1. Etage



## 6th floor / 6. Etage



*Technical equipment*  
*Équipement technique*  
*Technische uitrusting*

●	Podium <a href="#">Podium</a> Podium
●	Dance floor <a href="#">Piste de danse</a> Dansvloer
●	Lectern <a href="#">Pupitre</a> Spreekgestoelte
●	Pinboards <a href="#">Tableaux d'affichage</a> Prikborden
●	Flip charts <a href="#">Flipcharts</a> Flipcharts
●	Projector screens <a href="#">Retro-projecteur</a> Projectiescherm
●	Monitors <a href="#">Moniteurs</a> Monitoren
●	Telephone connections <a href="#">Connexions de tél.</a> Telefoon verbindingen
●	Internet access <a href="#">Accès Internet</a> Internet aansluiting
●	Wireless-Lan <a href="#">Wifi</a> Wifi
●	CD players <a href="#">Lecteur CD</a> CD spelers
●	Television <a href="#">TV</a>
●	Microphones/clips <a href="#">Micro HF</a> Microfoons/Kabels
●	PA systems <a href="#">Systèmes de sonorisation</a> Omroepsysteem
●	HDMI/VGA Adaptor <a href="#">Adaptateur HDMI/VGA</a> HDMI/VGA Adapter
●	Free of charge <a href="#">Gratuit</a> Gratis
●	Charges apply <a href="#">Contre paiement</a> Tegen betaling

**FREE projector!**  
**Projecteur GRATUIT!**  
**GRATIS projector!**