



### *catering & events*

At The Wild Thyme Company, the health and safety of our employees, customers, and our community is top priority. During this unprecedented time of the COVID-19 pandemic, we have evolved our methods in order to operate at a rigorous level of sanitation to protect the health and safety of our employees and supportive clients.

The Wild Thyme Company business hours continue as Monday - Saturday from 8am to 4pm. Our new office and commissary kitchen have the space to allow our team to work together in the space while allowing for proper, recommended distancing. Our sales team, along with culinary, operations and accounting will be available via email and phone during business hours.

We will continue to monitor local, state, and CDC guidelines and will adjust our policies and protocols in order to maintain health and safety as our top priority. With that in mind, we will continue to provide our customers with their essential needs of quality, flavorful meals that you and your family can enjoy at any time.

On behalf of our Wild Thyme Foodie Family, we thank you for your support, and hope you stay safe and healthy!

**DAWN CARVAJAL | CEO & CHIEF FOODIE**

# Keep Our Workplace Safe!

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## SAFETY FIRST PROTOCOLS



Limited our number of staff to **10 employees** in the facility to ensure the practice of social distancing throughout the day.



Employees must complete a **daily health safety checklist** by their supervisor to be approved to work their shift.



Providing our team with **gloves, masks, and sanitizing products** in consistent with the CDC guidelines.



Providing **thermometers for our staff** to take their temperatures before their shift and once during their break.



Posted **signs on our front doors with guidelines** for our employees before entering the facility and for guests that they need to call 858.527.0226 for assistance.



Provided **hand sanitizers** for our team to use throughout the facility.



Limited the use of our **bathrooms** to employees only.



Set **timers** for all employees to clean and sanitize their area.



# The Wild Thyme Procedures

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TWTC employees will follow these guidelines upon entering the facility:



Clean hands at the door and schedule **regular hand washing** reminders.



**Do not touch** any items unless hands have been washed.



Wear **gloves at all times** while handling food.



Wear **face masks** at all times.



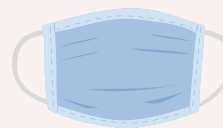
**Keep a 6ft distance** while moving throughout the building.



**Avoid touching of face** and properly cover coughs and sneezes.

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## CURBSIDE PICK-UP



Please **call our office** upon arrival.  
**858 - 527 - 0226**

Please have the **trunk or passenger door open** for our team to set the items inside your vehicle.

Please wear **your face mask** while our team member delivers the food inside your vehicle.

# Weddings & Events

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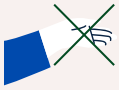
## WHAT WE WILL DO



- 1** The Wild Thyme Company is offering **Tastings-To-Go** for qualified clients. You select the menu you'd like to taste, pick up by the curb and follow step-by-step instructions to reheat and assemble the menu.
- 2** Our sales team is available to **chat via Video, Phone, Email or Text!** We are here to help you plan your event and answer any questions or concerns.
- 3** With current restrictions still in place, we are limiting our services to **Delivery Only** and **Delivery, Setup, Pickup** events until further notice and will provide necessary equipment for safe service.
- 4** Our team will be supplied with **gloves & face masks when handling your food.** We will provide **contactless** delivery, set up, and pick up of food and equipment as needed.
- 5** Before leaving our commissary, team members will have their **temperature checked** and must be **approved with their health checklist** to begin their shift.
- 6** When larger events become appropriate, we will have a **Sanitation Attendant on site** to periodically sanitize surface areas and replace serving utensils and gloves.
- 7** All team members will **wear a face mask and use gloves for the duration** of an event.
- 8** We will **eliminate Tray Passing and Communal Grazing** service, but modify them to stations with staff serving all food items to **minimize contact** with food.
- 9** Any equipment leaving and/or arriving at our commissary **will be sanitized prior and after** use. Once arrival at event site, all items will be sanitized again.
- 10** **All TWTC team members** will leave personal belongings in their vehicles, wash their hands when entering property, utilize gloves and face masks, and swap out gloves before handling food.

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## WHAT WE NEED YOU TO DO.



Refrain from hand shakes and use **non-contact greeting methods**.



**Disinfect surfaces** like doorknobs, tables, and desks regularly.



Wear your **face masks** at all times when our team delivers or is setting up equipment.



Please have all guests '**scrub in**' when entering your home.



Please ensure your guests **stay home if they feel sick** or show symptoms such as coughing, sore throat, runny nose and others indicated by CDC.



**Keep your 6ft distance** while moving throughout the house or building.

*thank you!*

### MONITORING

We continue to monitor state and local guidelines as we evaluate our plans for all scale events.



THE WILD THYME COMPANY

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