



**ChezBoom**  
AUDIO

## **Chez Boom Audio Covid-19 Session Protocols**

In consideration of the current Covid-19 situation, we have put together a list of protocols Chez Boom Audio will be taking to ensure the safety of clients, talent, and employees. If you have any questions, please just ask. We appreciate your understanding and cooperation.

- Everyone coming in must wear a mask at all times, except when on mic.
- Only one talent will be allowed in the studio at a time. Scheduling should be planned out so there is a 10 min buffer or more between one talent finishing and another arriving. Talent scheduled to arrive after another talent will wait in their car until the engineer texts or calls them to come into the studio. For the time being, our waiting area is closed. A list of talent's phone numbers should be provided to the engineer in advance of the session.
- The engineer will stay in the control room and have no physical contact with talent. Microphones will be adjusted in advance to talent arriving in the booth and doors will remain closed.
- Studio gear (microphone, pop filter, stand, headphones, etc) will be sterilized and rotated after each session. The studio can also handle playback via studio speakers if talent prefers not to wear any headphones. Talent is also welcome to bring his/her own headphones for use.
- Talent should print and bring their own scripts, or have scripts on their own iPad. After the session is finished talent will take their scripts with them. Contracts and time sheets should be sent directly to agents for signature and return. ! The kitchen will be closed during the session. Talent should plan to bring their own water and snacks to the session as needed.
- The production on crew/clients will patch in to the session remotely for the record. The only people who will be in the facility at the same time are the talent and the engineer and there will be minimal, if any, contact. Patch info should be organized prior to the session, and possible methods are: Source Connect, Skype, Zoom, phone.
- Absolutely under no circumstances should any individual attend a session if they are under a mandated 14 day isolation period, feeling sick, or showing any symptoms of any illness.



