



Request for Updated Health and Safety Protocol

Dear Clients,

As you know, many state and local governments are now beginning to allow businesses to reopen. As always, the health and safety of our clients and candidates remains our top priority, and we're here to support you as you make the transition back to onsite operations.

If your business plans to have a Creative Circle candidate work onsite, we would like to ask that you please do the following:

- **Send your company's updated health and safety protocols to your Creative Circle Account Executive. If you're unsure who to contact, please email covid19@creativecircle.com.**
- **Acknowledge in your email that any active Creative Circle candidates have received your protocols for workplace safety prior to being asked to come onsite.**

We've instructed our candidates to reach out to their client manager if they have questions about the status of their work site or need to plan a different arrangement.

We continue to recommend that our clients and candidates follow the guidelines set by state and local governments and the CDC. This includes adherence to [CDC guidance](#), particularly with respect to face coverings, social distancing, and sanitation.

We appreciate your partnership through this and are committed to keeping you updated via email and our [Health and Safety page](#) as the COVID-19 situation evolves.

Please let us know if there's anything else we can do. We're here to help.

Thank you, and please stay safe.

Sincerely,
Matt

Matt Riley Chief Operating Officer
Creative Circle | Digital + Creative Staffing