
Benzie-Leelanau District Health Department COVID-19 Restaurant Toolkit

- **Food Service Establishments**

- Indoor dining services shall **reopen** for in person dining beginning on February 1st, 2021 at 4 am and shall remain in effect until February 21st, 2021, at 11:59pm.
- Consumption of food or beverages is permitted only in a designated dining area where patrons are seated, groups of patrons are separated by at least six feet, no more than 6 patrons are seated together (at a table, booth, or group of fixed seats), and groups of patrons do not intermingle.
- Patrons are not permitted to gather in common areas in which people can congregate, dance, or otherwise mingle.
- In the event that an employee of a food service establishment is confirmed positive for COVID-19 or shows symptoms of COVID-19 while at work, a gathering at that food service establishment is prohibited until the food service establishment has been deep cleaned consistent with Food and Drug Administration and CDC guidance.
- Establishments offering indoor dining:
 - The number of patrons indoors (or a designated dining area of a multi-purpose venue) may not exceed 25% of normal seating capacity, or 100 persons, whichever is less.
 - Food service establishments, or the food service establishment portion of a multi-purpose venue, must close indoor dining between the hours of 10:00 PM and 4:00 AM.
 - The venue must display, in a prominent location, the MDHHS "[Dining During COVID-19](#)" brochure.
- Patrons must remain masked at all times, except when eating or drinking in designated areas.

- All dine-in food service establishments must maintain accurate records of the names and phone numbers of patrons who purchase food for consumption on the premises, and the date and time of entry.
- Upon request, businesses, schools, and other facilities must provide names and phone numbers of individuals with possible COVID-19 exposure to MDHHS and local health departments to aid in contact tracing and case investigation efforts.
- Data collected under this section:
 - Must not be sold or used for sales or marketing purposes without the express consent of each patron.
 - Must be protected as confidential information to the fullest extent of the law.
 - Must not be provided to law enforcement or immigration officials except upon receipt of a lawful subpoena from a court or other lawful court order.
 - Must be retained for 28 days by the collecting organization, after which time the data must be destroyed. If facilities use existing data to fulfill this requirement, they may instead follow their own pre-existing data retention and destruction policies at the conclusion of the 28-day retention period.

Frequently Asked Questions

Q- Can restaurants use an outdoor tent with all four (4) sides down to seat and serve customers?

A- Yes, food facilities can use an outdoor tent but must follow the rules for indoor dining of up to 25% capacity, max of 100 people, social distancing of tables, and 10:00pm curfew. Customers must be seated to be served food and drinks. A maximum of six (6) individuals and no more than two (2) households per table with proper social distancing between tables/groups. The total seats occupied inside the food facility and in the outdoor tent shall not exceed the total number of seats the food facility is licensed for.

Q - Are customers required to wear a face covering?

A – Yes, customers must wear a face covering while waiting for food, drinks and going to the restroom. They may be removed only when they are eating and/or drinking.

Q - Can our facility use outdoor garden domes for food service?

A - Yes, a maximum of six (6) individuals and no more than two (2) households may use an igloo or garden dome to consume food at a food facility.

Q - Are food facilities required to collect contact information for customers who dine indoors?

A - All dine-in food service establishments must maintain accurate records of the names and phone numbers of patrons who purchase food for consumption on the premises, and the date and time of entry. This information could be needed for contact tracing purposes.

Q- What is the definition of indoor dining?

A- MDHHS defines “Indoor Dining” as a space that is fully or partially enclosed on the top, and fully or partially enclosed on two or more contiguous sides. Additionally, in a space that is fully or partially enclosed on the top, and fully or partially enclosed on two non-contiguous sides, any part of that space that is more than 8 feet from an open side is indoors. MDHHS defines “Outdoor Dining” as a space that is not indoors. Examples of approved outdoor dining set ups can be found at [MDHHS Outdoor Seating Enclosures](#).

Q - Where do I go to file a complaint?

A - We now have a [complaint form](#), or individuals can email us at hotline@bldhd.org, for the public to submit questions, comments, and complaints.

More information on the Emergency Order Under MCL 333.2253: Gatherings Prohibition and Mask Order can be found by Clicking the emergency order below:

- [MDHHS Emergency Order](#)
- [Gathering Guidelines Infographic](#)
- [Dining During Covid-19](#)
- [Stay Safe & Healthy in the Pandemic Guide](#)
- [Indoor Dining Guidelines Infographic](#)

