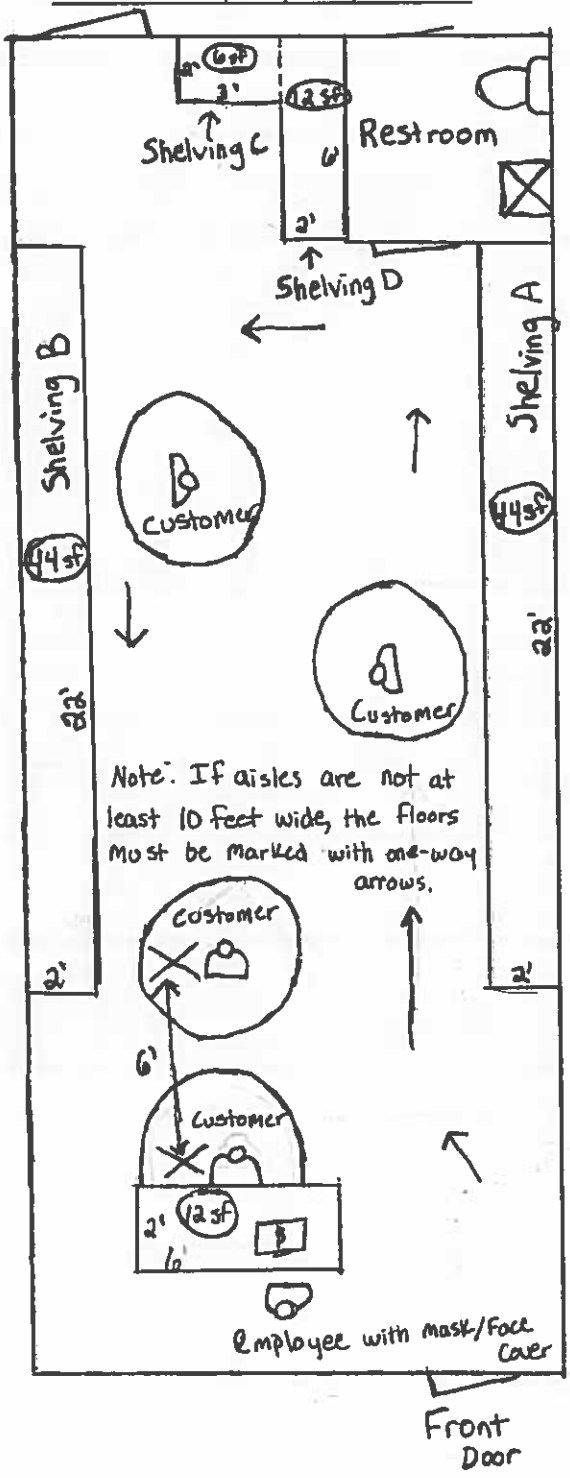
Diagram instructions:

1. The diagram should be drawn relatively to scale (such as ¼ inch equals 1 foot) showing the usable area where people can physically walk (not areas blocked by shelving, equipment and furnishings). The square footage of the usable area shall then be divided by the number of three (3) foot circles around each person (for all employees and customers in the business at one time) to obtain the allowable number of persons inside.
2. For example: Area in square feet of a person's 6-foot diameter = 6-foot diameter squared (6' x 6' = 36 sf) x .7854 = 28.27 square feet or roughly 28 square feet per person.
3. To determine the actual "COVID-19 Maximum Occupancy" for a business, please use the following sample dimensions as a guide. 640 square foot structure minus 154 square feet of unusable area = 486 square feet of usable area. Then, 486 square feet of usable area divided by 28 square feet/person = 17.357 or a "Covid-19 Maximum Occupancy" of 17 people. Employees in areas where there are no customers still have to maintain 6 feet apart.

Name of Business:
Contact Person:
Contact Number:
Business Address:
Date Submitted:

Scale ¼" = 1 '
(or 4 feet per inch)

Covid-19 Occupancy Sample Sketch



	L	W	total sf
Store	16' x 40' = 640		
Restroom	6' x 6' = 36		
Shelving A	2' x 22' = 44		
Shelving B	2' x 22' = 44		
Shelving C	2' x 3' = 6		
Shelving D	2' x 6' = 12		
Checkout	2' x 6' = 12		
Unusable area = 154 sf			

Total store sf – unusable = usable
640 sf – 154 sf = 486 sf

Employees / customers with 6 ft social distancing
Areas of a circle = .785 x diameter ^{2}
.785 x (6' x 6') = .785 x 36 sf
= 28.26 sf
Or 28 sf / person

Covid-19 maximum occupancy

Usable sf area ÷ 28 sf /person =
486 sf ÷ 28 sf /person = 17,357

Therefore, the Covid-19 maximum number of people in the store = (17.)

*Posted on all front and rear doors

Covid-19 max. occupancy=17.