



City of Culver City COVID-19 Vaccination Verification Implementation & Enforcement Protocol

Culver City businesses subject to COVID-19 [vaccination verification requirements of the Thirty-Eighth Supplement to the Public Order](#) under the City of Culver City Emergency Authority must develop and keep a written record describing the protocol for implementing and enforcing the requirements.

This fillable template may be used as your written record, or you may create your own. Attach additional pages if necessary.

Name of Business/Establishment: _____

Address: _____

Name of Owner/Manager: _____

Phone: _____ **Email:** _____

1. Describe how your business is verifying proof of full COVID-19 vaccination for any onsite employees:

2. Describe how your business is verifying proof of full COVID-19 vaccination and cross-checking with photo identification for any patrons who appear 18 years of age or older:

3. Describe the location where required signage is posted:¹

¹ A covered location must display prominently on its premises, visible to patrons prior to entrance, and in any employee breakroom, an advisory notice informing Patrons that, beginning on November 29, 2021, Proof of Full Vaccination is required to enter any indoor portion of a Covered Location. An establishment may post a sign created by the City of Culver City, which is [available online](#) or by calling the Culver City Business Hotline at (310) 253-5708.