

## ENTRY RULES

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**PLEASE, do not come in if you have a fever, cough, headache, sore throat, chills, loss of taste or smell, muscle pain or any other symptoms of Covid 19 or other illness!**

**ENTRY IS NOT PERMITTED WITHOUT A MASK; masks must be worn in the building at all times!**

### **BUSINESS PURPOSE:**

**A. For Records Research, the Listers or the Zoning Administrator, appointments are required.**

**B. For the Town Clerk:**

- ❖ Before coming in, please consider leaving your paperwork and phone number in the drop box on the door for processing and return by mail. You will be called if necessary.**
- ❖ If you must come in, it should be for essential, time-sensitive business only! Wait your turn in line at the taped locations marked on the floor.**

**C. For All: Do not move ahead of people in line before you for any reason. This includes anyone with an appointment; enter the Clerk's office one by one when invited!**