



1991 Railroad Ave.  
Hercules, CA 94547  
(510) 775 – 5580  
www.leilabythebay.com

Dear Valued Guest,

Leila by the Bay is closely monitoring development around the spread of the COVID-19

We are in business of service people and in the midst of this Virus outbreak, it's important that we give you as much information as possible about the procedures we follow to clean and operate our restaurant and maintain a sanitary environment as our employees cannot work from home.

Topmost on our minds is the safety of our employees and our customers, which is why we have taken, among other things, the following preventing measures:

- ❖ Frequently sanitizing surfaces
  - ❖ Reinforcing appropriate hygiene amongst our staff
  - ❖ Following all guidelines recommended by the CDC
  - ❖ Ascertaining that vendors and suppliers are engaging in prudent preventing measures
- And
- ❖ Doing all we can to keep our employees abreast of COVID-19 developments

Similar to most retail and entertainment environments, our restaurant allow for the individualized spacing of guests and therefore, as of this time, we have not made the decision to close. Such decision would invoke a personal hardship to our employees. We are closely monitoring all other similar social meeting industries, facilities and places such as malls, theaters, parks, beaches, shopping centers, grocery stores and department, stores, etc. and are prepared to quickly follow suit in the event the government requests that all such facilities close down.

The bottom line is that we remain acutely vigilant about this serious crisis. We will continue to do everything we can to protect our employees and our customers, and we remain ready to serve our customers in the most appropriate fashion.

Sincerely,

A handwritten signature in black ink, appearing to read "Mohammed Azam", written over a white background.

Mohammed Azam

Owner of Leila by the Bay