



To: All Starlight Staff and Ambassadors  
From: Rich Baker, President/CEO  
Date: March 26, 2021

The show must go on! We are eager to see our venue reopen, our patrons back in their seats and employees back to work.

It is essential that we do this in a way that safeguards your well-being, other Starlight team members, touring companies, the public and all those we serve.

Our approach will utilize multiple measures including but not limited to masking, hygiene, air quality and vaccines. None of these measures are sufficient alone, but together create a safer environment for everyone.

For 2021, we will require all Starlight staff and Ambassadors to receive an FDA-approved COVID-19 vaccine in order to be fully vaccinated on or before **June 14**. In reference to our part-time staff and volunteers- only those who have been vaccinated will be scheduled to work after that date.

All staff and Ambassadors will need to present their official CDC COVID-19 Vaccine Card to their designated Department Manager, who will provide a copy to be filed and stored in the HR Office. Full-Time employees should present their cards directly to HR for recording.

Requests for exceptions for medical or religious reasons should be submitted to the Director of Human Resources for review and we will do all we can to provide reasonable accommodations.

The requirement is also subject to the ability of the staff member to obtain a vaccine in a reasonable period based on local availability.

The Starlight organization understands that this is a highly unusual requirement prompted by highly unusual circumstances.

By the time we begin major operations, which we expect will be late June of this year, many of our co-workers will have been unable to work for well over a year. Our work setting requires many to be in very close proximity where social distancing is not possible.

Many of our touring companies and theatrical unions are also implementing vaccine requirements for their members as a condition for touring; some expect the same of us as a condition for playing our venues.

We wanted to share the news of our vaccine requirement now so that our Starlight Staff and Ambassadors have plenty of time to prepare. Please discuss any questions or concerns you have about the safety of the FDA-approved vaccines with your physician.

Here are some options available to arrange for your COVID-19 vaccine:

- Missouri COVID-19 vaccine website: <https://covidvaccine.mo.gov/navigator/>
- Kansas COVID-19 vaccine website: <https://www.kansasvaccine.gov/>
- Walmart COVID-19 vaccine sign up: <https://www.walmart.com/cp/1228302>
- Hy-Vee COVID-19 vaccine sign up: <https://www.hy-vee.com/my-pharmacy/covid-vaccine>
- Walgreen's COVID-19 vaccine sign up: <https://www.walgreens.com/topic/promotion/covid-vaccine.jsp>
- CVS COVID-19 vaccine sign up: <https://www.cvs.com/immunizations/covid-19-vaccine>

I would like to thank all of our Starlight team for their hard work, creative thinking and commitment to service throughout this past year and moving forward.

Rich Baker  
President/CEO