

# Appendix A: Property Signage and Communication

## Signage Checklist

Tacoma Housing Authority signage may be found in the [Emergency Team's File library](#). All [Health Department](#) documents must be printed through their website in case of updates.

Each Tacoma Housing Authority property must have the following signage displayed:

- Bulletin Boards:** The [Tacoma Pierce County Health Department's General Coronavirus flyer](#)
  - Available in [English](#), [Korean](#), [Spanish](#), [Chinese](#), [Tagalog](#), [Vietnamese](#) or [Russian](#).
- Bulletin Boards:** Post the ["Stay Home, Stay Healthy" Flyer](#) from TPCHD.
- Community Rooms/Computer Rooms:** Post "Closed" signage up outside all locked community rooms and computer labs.
- Elevators:** Post the "Only 2 People per Elevator" flyer inside the elevator and outside on each floor.
- Public Benches:** Post the "One Person per Bench" flyer on or near all outside benches.
- Common Area Furniture:** Post "Please Do Not Use Furniture" flyer in all common areas where furniture could not be removed.
- 3/14/2020:** Post on property doors that community Rooms are closed.
- 3/11/2020:** TPCHD Prevention posters in English and other languages posted at all THA managed apartment buildings.
- 3/3/2020:** TPCHD Coronavirus infographic posted at all Senior/Disabled buildings.