

KADA ANNOUNCES NEW SERVICE PARTNERSHIP FOR PPE

As dealers get ready to meet the minimum state requirements to re-open, having access to PPE is increasingly important and continues to be a challenge.

KADA would like to announce a new partnership with DFI Dealer Solutions. You can order the following products through DFI:

- Digital & Infrared Thermometers
- Disposable Face Masks and Gloves
- Hand Sanitizer
- Vehicle Protection Covers

A price list is attached and you can order items by calling 888-813-1155, ext. 106 or orders.kyada@dfi-llc.com. [DFI Price List](#)

Visit our website at: <https://www.kyada.com/covid-19-dealer-resources.html> for the complete list of our other supply partners for PPE including Reynolds & Reynolds and KADA-OADA Dealership Apparel & Supplies

DEALER REMINDER - GOVERNOR RELEASES HEALTHY AT WORK GUIDELINES FOR DEALERSHIP OPENINGS – MAY 11, 2020

On Monday, the Governor's office posted the attached [Healthy at Work Guidelines](#) (also shown below) for Vehicle Dealerships to reopen beginning May 11, 2020. Note: it is important that you also have a plan to meet the attached [Minimum Requirements](#), as well. A copy of the Guidelines are listed below. If you have any questions, please contact Gay Williams at gwilliams@kyada.com or 502-695-3333.

Also visit our website to find the attached guidelines as well as a list of places to order required PPE.

<https://www.kyada.com/covid-19-dealer-resources.html>

KADA Note: These Guidelines are for informational purposes only as put forth by the office of Governor Andy Beshear and should not be considered to be legal advice rendered by the Association or by the authors. Please consult your own attorney for advice specific to your dealership.

Guidelines for Vehicle and Boat Dealerships

In addition to the Healthy at Work [minimum requirements](#), **vehicle and boat dealerships** must meet the requirements below in order to reopen and remain open:

Social Distancing Requirements

- Dealerships should prioritize digital and online sales.
- Dealerships should communicate with customers over the phone or Internet to the greatest extent practicable.
- Dealerships, should limit access to showrooms to ensure both customers and employees are able to remain six feet or more apart. In no case should a showroom exceed 25% of its designated maximum occupancy. For some showrooms, it may be necessary for dealerships to set a limit below 25% of its designated maximum occupancy to ensure proper social distancing.
- Dealerships should allow customers to test drive vehicles/vessels without an employee present in order to ensure social distancing. Vehicles/vessels should be thoroughly sanitized after each test drive.
- Dealerships should ensure that all sales paperwork can be completed electronically to the greatest extent practicable by using DocuSign or other e-signature technology for signatures.
- Dealerships should ensure that, if there are any documents that must be completed in person, there is a safe process for doing so. This includes compiling all sales paperwork that must be completed in person and leaving it in a single room for the customer to complete alone.
- Dealerships should ensure that all deliveries occur without personal interaction.
- Deliveries should be made curbside, at the customer's home, or in open service lanes.

Cleaning and Disinfecting Requirements

- Dealerships should ensure that vehicles/vessels and corresponding keys are thoroughly sanitized prior to delivery.
- Dealerships should encourage customers to re-sanitize the keys and high-touch areas of the interior of the vehicle or vessel upon taking possession.