Food Premises Contact Tracing Form

Name and contact information of every member of every party that enters an indoor or outdoor dining area of the establishment is to be recorded.[1)]

1) ***Contact information is confidential and should not be accessible to the public view. This information must be kept by the premises for at least one month. This log should only be filled in by an employee of the establishment and only disclosed to the Medical Officer of Health or Inspector under the Health Protection and Promotion Act upon request.***

Please fill in all information clearly.

DATE:					
Time IN	**Time OUT**	**Name (First & Last)**	**Contact Telephone**	**Table Number**	**Server (Host/Hostess)**

Contact information does not need to be recorded for patrons that temporarily enter the business, pick up, or pay for a takeout.

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