

Contact Information for Patrons

This document applies to the Protect (Yellow - Strengthened Measures), Restrict (Orange - Intermediate Measures) and Control (Red - Stringent Measures) Zones.

[Ontario Regulation 364/20: Rules for Areas in Stage 3](#), and [Ontario Regulation 263/20: Rules for Areas in Stage 2](#) require establishment operators to record the name and contact information of **every patron** that enters an indoor or outdoor dining area in the establishment, other than patron temporarily enters the area to place, pick up or pay for a takeout order.

Operators must maintain these records for **at least one month**.

Records are to remain confidential and are only to be disclosed to a medical officer of health or an inspector under the [Health Protection and Promotion Act](#) upon request for a purpose specified in section 2 of that Act or as otherwise required by law.

Please review [Ontario Regulation 364/20](#) and [Ontario Regulation 263/20](#) for details.

Business Name	
Business Address	
Main Business Person & Contact Information	

Date	Time of Entry	# in Party <i>(optional)</i>	Table # or Location <i>(optional)</i>	Name	Phone/ Email