Daily Patron List for Restaurants, Bars and other Food and Drink Establishments

Food or drink establishments are permitted to open under the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020,* provided they follow requirements outlined under O. Reg. 364/20: Rules for Areas in Stage 3. Establishments are required to:

i. record the name and contact information of every patron who enters an indoor or outdoor dining area in the establishment, other than patrons who temporarily enter the area to place, pick up or pay for a takeout order;
ii. maintain the records for a period of at least one month;
iii. ensure this information is kept secure from unauthorized access at all times; and
iv. only disclose the records to a medical officer of health or an inspector under the *Health Protection and Promotion Act* on request for a purpose specified in section 2 of that Act or as otherwise required by law.

**** Please remember to maintain privacy when collecting and storing information.***

Date	Party Size	Names of Party Members	Contact Info (Phone/Email)	Check-in time	Check-out time	Section or table number

November 16, 2020