

Contact Information for Patrons

Wellington-Dufferin-Guelph Public Health requires that food establishment operators record the name and contact information of **at least one member of every party** of patrons that enters an indoor or outdoor dining areas in the establishment, other than patrons who temporarily enter 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](#) for details.

Business Name	
Business Address	
Main Business Person & Contact Information	

Date	Time of Entry	# in Party (optional)	Table # or Location (optional)	Name (of at least one person in the party)	Phone/ Email